



## **GLTC Child Protection Policy**

### **1. Policy Statement**

Glenageary Lawn Tennis Club (GLTC) is committed to safeguarding the welfare of all children and young people participating in our activities. We aim to create a safe, positive, and nurturing environment where children can enjoy tennis free from harm, abuse, or neglect. This policy is informed by the Children First Act 2015, Sport Ireland best practice, and Tennis Ireland Safeguarding Guidance.

GLTC supports the principles of fair play as set out in the European Sports Charter and Code of Ethics, Council of Europe (1993):

“Fair play is much more than playing within the rules. It incorporates the concepts of friendship, respect for others and always playing within the right spirit. Fair play is defined as a way of thinking, not just a way of behaving. It incorporates issues concerned with the elimination of cheating, gamesmanship, doping, violence (both physical and verbal), exploitation, unequal opportunities, excessive commercialism and corruption.”

### **2. Scope**

- This policy applies to all GLTC staff, volunteers, coaches, parents/guardians, and members who may come into contact with children or young people under 18 years of age.
- It should be read in conjunction with the GLTC Child Safeguarding Statement, which outlines the club’s proactive approach to identifying and reducing risks of harm as required under the Children First Act 2015.
- This policy includes several appendices which are separate documents, but form an integral part of the GLTC Child Protection Policy.
- GLTC operates under its Constitution, with governance and decision-making processes defined and approved by members.

### **3. Principles**

- The welfare of the child is paramount.
- All children, regardless of age, ability, gender, race, religion, or background, have the right to protection from harm.
- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately.
- Everyone involved in the club has a responsibility to report concerns.
- GLTC is committed to equality and inclusion: All children are valued and treated equitably and fairly, regardless of ability, age, sex, religion, social and ethnic background, or political persuasion. Children with disabilities or additional vulnerabilities are supported to participate fully and safely.

#### **4. Roles and Responsibilities**

- Child Protection Officers (CPOs): Act as a resource for children, represent them at committee level, and are the first point of contact for child protection concerns. One male and one female CPO are appointed at the AGM, with one serving as an ex officio member of the Executive Committee.
- Designated Liaison Person (DLP): Responsible for reporting allegations or suspicions of child abuse to statutory authorities.
- All Staff, Coaches, and Volunteers: Must be Garda vetted, complete safeguarding training (SG1 minimum), and adhere to the club's Code of Conduct. Roles are clearly defined and reviewed regularly.

#### **5. Safe Recruitment**

- All those working with children must complete an application process, provide references, and undergo Garda vetting.
- The club applies a safe and clearly defined method of recruiting and selecting Sports Leaders.
- All new staff and volunteers must complete safeguarding training (Sport Ireland Safeguarding 1 as a minimum).
- New staff are not permitted to work with children until the Club has received their Garda Vetting disclosure from Tennis Ireland, and evidence of a current Safeguarding 1 qualification

#### **6. Codes of Conduct**

- GLTC maintains codes of conduct for children, parents/guardians, coaches, leaders, and committee members. These are mandatory and must be signed by all relevant parties. The code of conduct is posted prominently around the club premises. [h

#### **7. Recognizing and Responding to Abuse**

- Abuse can be physical, emotional, sexual, or neglect.
- All concerns, disclosures, or allegations must be reported to the DLP or CPO immediately.
- The DLP will decide if the concern meets the threshold for reporting to Tusla or An Garda Síochána.
- Records of concerns and actions taken will be kept confidentially and securely in compliance with GDPR.

#### **8. Confidentiality Statement**

- GLTC recognizes that the welfare of the child is paramount and that confidentiality should not override the right of children to be protected from harm. Information of a confidential nature will only be communicated on a 'need to know' basis. No one should ever promise to keep secrets regarding child protection concerns.

#### **9. Monitoring and Reporting**

- The club monitors participation in activities and use of facilities to identify and address any unusual activity (such as high dropout rates or transfers). The Designated Person reports concerns to the Executive Committee. Effective procedures for responding to and recording accidents/incidents are in place.

## **10. Complaints and Disciplinary Procedures**

- Concerns regarding breaches of the Code of Conduct or other concerns not related to child protection or welfare shall be dealt with through the Complaints and Disciplinary Procedure set out in the Club's Constitution
- Concerns regarding child protection or welfare shall be dealt with through the Child Protection Reporting Policy
- GLTC has clear complaints and disciplinary procedure for breaches of the code of conduct or safeguarding policy.
- Allegations of abuse against staff or volunteers will be managed in line with statutory guidance and club procedures.
- The safety of the child will always take precedence.

## **11. Bullying**

- Bullying of any kind is not tolerated. All incidents will be investigated and dealt with in accordance with the club's anti-bullying policy.

## **12. Filming, Photography, and Social Media**

- GLTC follows Tennis Ireland's guidance on filming and photography. Parental consent is required for the taking and use of all images of children. No images may be taken in changing rooms, toilets, or other private areas. Social media use must comply with safeguarding and privacy standards.

## **13. Trips, Transport, and Away Events**

- Written parental consent is required for all trips and away events. Adequate adult supervision (minimum 1:6 ratio) and gender balance will be maintained.

## **14. Committee Turnover and Governance**

- GLTC encourages regular turnover of committee membership. Roles are elected each year at the AGM. All club members are notified of General Meetings as per the Constitution. Minutes of all meetings are recorded and securely filed.

## **15. Vulnerable Children**

- GLTC recognizes the additional vulnerability of some children, such as those with disabilities and encourages coaches to seek guidance from external agencies, parents/guardians and the children themselves to ensure appropriate support.

## **16. Review and Appendices**

- This policy will be reviewed in line with legislative or Tennis Ireland guidance changes.

Appendices include:

#	Title	Last Updated
1	Code of Conduct for Juniors and Parents/Guardians	Jan 2026
2	Code of Conduct for Coaches and Tennis Leaders	Jan 2026
3	Child Safeguarding Statement	Mar 2025
4	Club Discipline and Challenging Behaviour Policy	Jan 2026
5	Photograph Policy	Jan 2026
6	Child Protection Reporting Policy	Jan 2026
7	Social Media Policy	Jan 2026
8	Missing Child Policy	Jan 2026
9	Mobile Phone Policy	Jan 2026
10	Recruitment Policy	Jan 2026
11	Risk Assessment	Mar 2025
12	Travel Policy	Jan 2026
13	Supervision of Children's Activity policy	Jan 2026