

Cambridge Lawn Tennis Club Safeguarding Whistleblowing Policy

Safeguarding children and adults at risk requires everyone to be committed to the highest possible standards of openness, integrity and accountability. As a club, we are committed to encouraging and maintaining a culture where people feel able to raise a genuine safeguarding concern and are confident that it will be taken seriously.

What is whistle blowing?

In the context of safeguarding, “whistle blowing” is when someone raises a concern about the well-being of a child or an adult at risk.

A whistle blower may be:

- a player;
- a volunteer;
- a coach;
- other member of staff;
- an official;
- a parent;
- a member of the public.

How to raise a concern about a child or an adult at risk at the club

Any concerns about the well-being of a child or an adult at risk should be made without delay to the Club Welfare Officer.

If, however, the concern is about the Club Welfare Officer, it should be raised without delay with the Club Chairman or a senior member of the committee.

Information to include when raising a concern

The whistle blower should provide as much information as possible regarding the incident or circumstance which has given rise to the concern, including:

- their name and contact details (unless they wish to remain anonymous);
- names of individuals involved;
- date, time and location of incident/circumstance; and
- whether any witnesses were present.

What happens next?

All concerns raised by a whistle blower about the well-being of a child or an adult at risk will be taken seriously and every effort will be made to deal with the concern fairly, quickly and proportionately.

a) Where a child or adult at risk is thought to be in immediate danger or risk of harm, the police should be contacted by calling 999.

b) If the concern is that a member of staff or a volunteer has or may have;

- behaved in a way that has or might have harmed a child or an adult at risk;
- committed a criminal offence against or involving a child or an adult at risk; and/or

- behaved in a way that indicates that he/she would or might pose a risk of harm to children or adults at risk,

the Club Welfare Officer (or other individual notified in accordance with this policy) will contact the LTA Safeguarding Team and the Local Authority Designated Officer (LADO) to discuss how the allegation should be investigated.

c) If the concern does not fall into one of the three categories set out in b) above or, after discussing the concern with the LADO or other appropriate statutory agency, it is agreed that the matter should be dealt with in accordance with the club's internal processes, the club will consult with the LTA Safeguarding Team to determine what action should be taken.

d) If the concern is that the club has not followed appropriate safeguarding procedures or has not followed up with appropriate statutory agencies where a concern about the well-being of a child or an adult at risk persists, the whistle blower should contact the LTA Safeguarding Team and the LADO.

If the whistle blower still has concerns and wishes to speak to someone outside of the club or the LTA, the NSPCC Whistleblowing advice line: 0800 028 0285; help@nspcc.org.uk should be contacted.

Confidentiality

All concerns raised will be treated in confidence. The club will do its best to protect the identity of the whistle blower when they raise a concern and do not want their name to be disclosed. It must be appreciated that the investigation process may reveal the source of the information and a statement by the whistle blower may be required as part of the evidence.

Depending on the nature of the concern raised and the subsequent action taken, where possible, the whistle blower will be kept informed of the progress of the investigation and advised of the outcome.

Support

The club will not tolerate any harassment, victimisation or unfair treatment of, and will take appropriate action to protect, whistle blowers when they raise a concern in good faith.