

# ***Farnham Common Tennis Club***

## **Safeguarding Whistleblowing Policy**

### **1. Whistleblowing**

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.

In the context of safeguarding, “whistleblowing” is when someone raises a concern about the well-being of a child or an adult at risk. It can also mean raising a concern about a dangerous or illegal activity or any wrongdoing within the club.

A whistle blower may be a player, a volunteer, a coach, another member of staff, an official, a parent or a member of the public.

#### **1.1. How to Raise a Concern.**

If a child or an adult at risk is in immediate danger or risk of harm, the police should be contacted by calling 999.

Where a child or an adult at risk is not in any immediate danger, any concerns about their well-being should be made without delay to the Club Welfare Officer. The Club Welfare Officer will pass the details of the concern on to the LTA Safeguarding Team at the earliest opportunity and the relevant local authority and the police will be contacted, where appropriate.

If the allegation is about the Club Welfare Officer, the Chairman or other senior member of the club committee should be informed.

If the whistle blower does not feel comfortable raising a concern with the Club Welfare Officer, the whistle blower can contact the LTA Safeguarding Team directly on 020 8487 7000 or by emailing [safeguarding@lta.org.uk](mailto:safeguarding@lta.org.uk). A concern can also be registered directly by using a form on the LTA website: <https://safeguardingconcern.lta.org.uk/>.

#### **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.

#### **1.2. How the club will respond**

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 each concern fairly, quickly and proportionately.

- a) If the concern is that a member of staff or volunteer has or may have;
- Behaved in a way that has harmed a child or may have harmed a child.
  - Possibly committed a criminal offence against or related to a child.
  - Behaved towards a child or children in a way that indicates that he / she would pose a risk of harm to children

The Welfare Officer (or other as above) will contact the LTA and/or Local Authority Designated Officer to discuss how the allegation should be investigated.

- b) If the concern does not match any of these criteria or, after consideration with the LADO or other appropriate agencies, it is agreed that the matter should be dealt with by internal processes the club will consult the LTA to determine the most appropriate action.
- c) If the concern is that the club has not followed appropriate safeguarding procedures or has not pressed other agencies where concerns about a child persists, the Welfare Officer should be approached to seek assurances that appropriate action will be taken.

If the whistle blower does not believe that the concern has been dealt with appropriately and wishes to speak to someone outside the club or the LTA Safeguarding Team, the NSPCC Whistleblowing advice line can be contacted on 0800 028 0285 or by emailing [help@nspcc.org.uk](mailto:help@nspcc.org.uk).

### **1.3. Confidentiality & Support**

- a) All concerns will be treated in strictest confidence by all concerned. The club will protect the identity of whistle blowers as much as possible.
- b) However, particularly in the context of safeguarding concerns, it may be that an investigation process may reveal the source of the information, even if the identity of the whistle blower is kept anonymous.
- c) All staff/volunteers involved in any related investigations must maintain confidentiality during and after the conclusion.
- d) The club will take steps to minimise any difficulties and provide appropriate support and advice to staff/volunteers passing on concerns.
- e) Depending on the nature of the concerns and the subsequent type of investigation the whistle blower will be updated appropriately.
- f) All involved will attempt to ensure that any allegation is dealt with fairly, quickly, proportionately and consistently in a way that provides effective protection for the child and at the same time supports the person who is subject to the allegation and the person bringing the concern to the attention of the club.

**Farnham Common Tennis Club  
Welfare Officer**

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