

## Changing Room Code of Conduct

### Hampton in Arden Tennis Club

Updated (1<sup>st</sup> December 2023)

This document contains information on how the changing room facilities should be used by members. We are required to have a policy on the use of changing facilities. We strive to ensure that all children (anyone under 18 years of age) are safeguarded from abuse and have an enjoyable tennis experience. This policy applies to all staff, coaches, volunteers, parents/carers and any other individuals associated with Hampton in Arden Tennis Club.

- Males and females will always change and shower separately.
- Changing rooms are not play areas. They should be used for changing, showering or using the toilets only.
- Adults and children will use the changing rooms at different times. If you know a child is using the changing rooms please wait for them to leave.
- Children under 9 who are using changing rooms should be supervised by parents.
- Children over 9 should use the appropriate sex changing room.
- Mobile phones and other mobile devices are not to be used in the changing rooms.
- Where an organised group of children are using the changing rooms they will have sole use. This reduces any risks and potential vulnerability associated with mixing adults and children when changing and showering. Adult members will still be able to use the toilets, which are separate from the main changing areas.
- For younger groups of children, a DBS checked member will wait outside the changing rooms to allow children to call for assistance if required.
- Under no circumstances will adult staff, coaches or volunteers change or shower at the same time as children using the changing rooms.
- Report any misbehaviour or bullying to our Welfare Officer (see below).
- In an emergency (such as a fire), a member appropriate to the sex of the changing room will inform those in the changing rooms to vacate the building.

### Safeguarding

For more information on Safeguarding in general please visit:

<https://www.lta.org.uk/about-us/safeguarding/overview/>

### Welfare / Safeguarding Officer

If you would like to get in touch with us about the welfare of children or report any behaviour that upsets you then please contact us at the following email

[welfare@hamptontennis.org.uk](mailto:welfare@hamptontennis.org.uk)