

Key Contacts
TTS-Child Protection Officer

Senga Thomson
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With Scotland Website

<http://withscotland.org/public>

Portal to local contacts: Police and social work

Police - (Ask for Family Protection Unit)
Tel: - 101

Parentline Scotland
Tel: - 0800 028 2233

Childline Tel: - 0800 11111

ABOVE ALL REMEMBER:-

- It is not your duty to investigate**
- It is your duty to report concerns**
- Always seek advice if unsure**



Table Tennis Scotland

Code of Conduct for the Protection of Children

This leaflet provides essential information on Child Protection Procedures – All volunteer and staff are also reminded to make themselves aware of the TTS full Child Protection Policy and to keep up to date with it.

Quick Guidelines

Code of Conduct for the Protection of Children

Always:-

- Make sport fun, enjoyable and promote fair play.
- Treat all children equally, with respect, dignity and fairness.
- Involve parents/carers wherever possible.
- Build balanced relationships based on mutual trust.
- Include children in the decision-making process wherever possible.
- Always work in an open environment, wherever possible. Avoid private or unobserved situations.
- Put the welfare of each child first before winning or achieving performance goals.
- Be an excellent role model including not smoking or drinking alcohol in the company of children.
- Give enthusiastic and constructive feedback rather than negative criticism.
- Recognise the developmental needs and capacity of children.

Avoid:-

- Having favourites
- Avoid excessive training and competition, pushing children against their will and putting undue pressure on them.
- Spending excessive amounts of time alone with a child away from others
- Entering children bedrooms on trips away from home, unless in an emergency situation or in the interest of health and safety. If it is necessary to enter rooms, knock and say that you are coming in. The door should remain open, if appropriate.
- Taking children to your home or in your car where they will be alone with you
- Doing things of a personal nature for a child that they can do for themselves.

Never:-

- Allow allegations made by a child to go unrecorded or not acted upon
- Engage in rough, physical or sexually provocative games, including horseplay
- Form intimate emotional or physical relationships with children
- Allow or engage in touching a child in a sexually suggestive manner
- Allowing children to swear or use sexualised language unchallenged.
- Make sexually suggestive comments or gestures to a child, even in fun
- Reduce a child to tears as a form of control.
- Allowing allegations made by a child to go unchallenged, unrecorded or not acted upon.
- Inviting or allowing children to stay with you at your home.
- A Coach and/or other leader sharing a room alone with a child.

TTS is committed to the highest standards of sport and expects all coaches and volunteers to honour and observe the following code:-

Respect for Others

- I will respect the rights, dignity and worth of athletes, coaches, other volunteers, friends and spectators within TTS.
- I will treat everyone equally regardless of gender, religion, ethnic origin or ability.
- I will be a positive role model for athletes.
- I will respect the talent, developmental stage and goals of each athlete.

Be Professional and Responsible

- My manner, language, punctuality and preparation will be of a high standard expected by TTS.
- I will display control, respect, dignity and professionalism to all involved and associated with TTS. (Coaches, Athletes, Opponents, Team mates, Officials, Administrators, Parents and Spectators)
- I will encourage athletes to demonstrate the same qualities.
- I will refrain from any form of personal abuse towards athletes and others, including verbal, physical and emotional abuse.
- I will be watchful to any form of abuse directed towards athletes in my care from any other sources.
- I will be knowledgeable about the sports rules required for each sport I coach.

Health and Safety of the Athletes

- I will ensure that the equipment and facilities are safe to use.
- I will ensure that the equipment, rules training and the environment are appropriate for the age and ability of the athlete.
- I will be aware of limitations to each participant that is highlighted on any medical information submitted to the club/group I am assisting with.
- I will maintain the same interest and support to any injured and sick athletes.

If a child tells you about abuse:

1. Stay calm and listen to the child without interrupting and try not to show any emotion and/or disgust
2. Reassure the child that they were right to tell you
3. Do not make promises or guarantee confidentiality and explain you will need to tell someone else
4. Avoid questions : only ask questions to clarify what you are being told and do not investigate
5. Take what the child says seriously
6. Make a full record of what has been said on the TTS Suspected Child Abuse Form (see full Child Protection Policy)
7. Report and pass on the completed form immediately to the TTS designated Child Protection Officer (see overleaf).
8. Seek advice from the police or social work department if you cannot contact the Child protection officer and where the child or is at immediate risk.