

SAFE RECRUITMENT POLICY

St Andrews LTC Safe Recruitment Policy

St Andrews LTC is dedicated to safeguarding children and vulnerable adults. The purpose of the Safe Recruitment Policy is to deter individuals who may pose a risk to vulnerable groups from becoming involved in the club in a capacity where they would have access to such individuals.

All individuals involved in the recruitment and selection of staff, coaches, and volunteers are required to familiarise themselves with and adhere to this policy.

We ensure that all coaches at our venue hold LTA Accreditation, which verifies their qualifications and their commitment to completing all relevant safety checks and training. Furthermore, we require that coaches undertake that, when arranging a substitute for their session, the individual holds an LTA coaching qualification at level 2 or higher. Coaches are also required to conduct appropriate PVG checks when engaging assistants to support their work.

We also ensure that any person appointed to the position of Welfare Officer at the club complies with the requirements of the LTA in terms of safety checks and training.

In the event that the club starts engaging volunteers in positions which involve unsupervised contact with children or vulnerable adults or in the event that the club engages coaches directly to deliver coaching on behalf of the club, the club will ensure all appropriate safety checks and training are carried out and appropriate risk assessments are made in order to comply with LTA guidance and best practice.

This policy should be read in conjunction with other St Andrews LTC policies and is to be reviewed every three years (or earlier if there is a change in legislation such that the club is no longer compliant).

Chairperson: Andrew Ibbetson

Andrew Ibbetson 27/09/2024

2024

Welfare Officer: Sarah Winter

Sarah Winter 21/09/2024