



Mapperley Park Tennis Club

Diversity and Inclusion Policy

Including Code of Conduct and Reporting Procedure

**Adapted from: British Tennis Diversity and Inclusion
Policy**

Concern Reporting Procedure

Anyone who has concerns that they or someone else is being discriminated against or has been a victim of discriminatory language or behaviour should:

Respond	Listen carefully to what the person is telling you. Do not interrupt; keep questions to a minimum; do not promise to keep the information secret.	
Is someone in immediate danger?		
Refer	YES Call the police (999)	NO Talk to the club's welfare officer in confidence (Jane Evans: 0115 8370362 or email janeecorder@gmail.com); Talk to the LTA Safe and Inclusive Tennis Team* (020 8487 7000) as soon as possible [Mon-Fri, 9am-5pm]. If the Safe and Inclusive Tennis Team is unavailable and you want advice before the next working day, call the NSPCC (0808 800 5000) if your concern is about a child. If your concern is about an adult contact Nottingham City Council Adult Health and Social Care Services (0300 131 0300). Hate crime (i.e. crime motivated by prejudice, typically involving violence) can alternatively be reported through True Vision at www.report-it.org.uk
Record	Write an objective account of your concerns immediately using the Reporting a Concern Form . Send it to the LTA Safe and Inclusive Tennis Team within 48 hours of the concern/disclosure (safeandinclusive@lta.org.uk) Handling a concern/disclosure can be emotionally difficult. If you would like to talk to someone after making a concern/disclosure, contact the LTA Safe and Inclusive Tennis Team by phone 020 8487 7000 or email safeandinclusive@lta.org.uk	

* In Wales you can also contact the Wales Safe and Inclusive Tennis Lead (029 2046 3335). In Scotland you can also contact the Tennis Scotland Safe and Inclusive Tennis Lead (0131 444 4154).

See section 5 for more details on what to do if a disclosure from a child or adult at risk is made to you.

Diversity and Inclusion in Mapperley Park Tennis Club

This policy sets out our commitment and includes our Safe and Inclusive Standards, Code of Conduct (page 7) and Reporting Procedure (page 2) and it supports our overall aims for diversity and inclusion that are to ensure that:

- Tennis is diverse and inclusive
- Diversity and inclusion are embedded in our club's culture and our behaviours
- We create a culture where inclusive leadership thrives
- We take positive action to ensure that communities and individuals are valued and able to achieve their full potential.

To achieve these aims we believe that everyone involved in tennis has a vital role to play in promoting diversity and inclusion and we ask everyone to become Safe and Inclusive Tennis Champions – promoting safe and inclusive tennis and taking action against all forms of discrimination.

We are proud to have a Diversity and Inclusion Policy that demonstrates our commitment to making tennis diverse and inclusive. The commitment to diversity and Inclusion is upheld by the Lawn Tennis Association (LTA), Tennis Scotland, Tennis Wales and the Tennis Foundation.

These commitments are fully supported by the Mapperley Park Tennis Club committee.

Together we can make a positive difference to people from different backgrounds to participate in tennis at our club.

Thank you.

Diversity and Inclusion Policy

1. Policy Statement

This Diversity and Inclusion Policy, Standards, Code of Conduct and Reporting Procedure are applicable to Mapperley Park Tennis Club and is based on similar policies of:

- The Lawn Tennis Association (LTA)
- Tennis Scotland
- Tennis Wales
- The Tennis Foundation.

As a club we strive to enable more people to play tennis more often, in a manner that it is safe, inclusive, and fair. This applies regardless of a person's age, disability, gender reassignment status, sex, marital or civil partnership status, pregnancy or maternity, race, sex, sexual orientation, religion, race or sexual orientation, socio-economic status (class) or any other background.

We recognise that many concerns or disclosures may have both safeguarding and diversity and inclusion elements to them. This policy reflects this through its reporting procedures, which replicate the safeguarding concern reporting procedures.

This policy aims to minimise risk and help our venue, programmes, events and individuals to provide a positive tennis experience for everyone. The Reporting Procedures on page 2 outline how to respond to safeguarding or discrimination concerns and disclosures.

2. Use of Terminology

We have adopted the following definitions to explain our approach to diversity and inclusion in tennis:

Discrimination – treating someone in a less favourable way and causing them harm, because of the protected characteristics set out in the Equality Act 2010 (age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex or sexual orientation – see Appendix B), as well as socio-economic status (class).

Diversity – acknowledging, embracing and respecting the differences between groups of people and between individuals. We will work to ensure that people can be assured of an environment in which their rights, dignity and individual worth are respected, and in particular that they are able to enjoy their sport without the threat of intimidation, victimisation, harassment or abuse.

Harassment – unwanted conduct related to a relevant protected characteristic, which has the purpose or effect of violating an individual's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that individual. The focus is on the perception of the complainant not the intent of the perpetrator. Individuals can complain of behaviour they find offensive even if it is not directed at them.

Inclusion – ensuring that tennis is equally accessible to any member of the community so they can be fully involved in whatever capacity they choose; and that they are supported to achieve their potential

in any capacity e.g. player, volunteer, coach or official. We will work to ensure that people have a genuine and equal opportunity to participate to the full extent of their own ambitions and abilities, that they feel respected and valued and are not singled out, with regard to their age, disability, gender reassignment status, sex, pregnancy or maternity, race, sexual orientation, religion, socio-economic status (class) or any other background.

Positive action – Mapperley Park Tennis Club is committed to taking positive steps to counteract the effects of physical or cultural barriers – whether real or perceived – that restrict the opportunity for all sections of the community to participate equally and fully. We will ensure that we institute, support or contribute to appropriate measures or initiatives that enable access to tennis and participation in associated activities by people from any group that is under-represented in tennis or has difficulty accessing it and that they can do so with dignity or without being singled out.

3. Scope

Mapperley Park Tennis Club has direct safe and inclusive responsibility for:

- Coaches and officials;
- Volunteers;
- The venue they own;
- Events and programmes they run; and
- Ensuring all accreditation requirements are met by accredited coaches, officials and venues.

We recommend and support the development of good diversity and inclusion practice to:

- Accredited coaches, officials and venues;
- Players, parents and carers;
- Volunteers recruited by other organisations;
- Venues hired by or on our behalf;
- Club Events.

This policy is in line with national legislation (see appendix B for details of the relevant legislation) and applicable to our club, specifically to every person and place that we have direct safe and inclusive responsibility for.

4. Responsibility for implementation of the Diversity and Inclusion Policy

Diversity and inclusion is everyone's responsibility: not responding to discriminatory or unacceptable language and behaviour is not an option.

- The club's committee and chair have overall accountability for this policy and reporting procedure, for being in charge of diversity and inclusion and for ensuring compliance with the relevant legislation (see Appendix for details).
- The club's chair (Christine Preston; Paul Hacking, from January 2019) and welfare officer (Jane Evans) have overall responsibility for implementation of the policy (with guidance and support from the committee).

- The chair and welfare officer of the club are responsible for updating this policy and reporting procedure in line with legislative and organisational developments.
- The club's welfare officer is responsible for identifying where diversity and inclusion support is required; implementing safe and inclusive procedures; promoting diversity and inclusion principles, including the Safeguarding and Reporting Procedure, in the club's venue, programmes, events, and for individuals including players, parents and carers.
- All coaches, officials and volunteers are responsible for raising diversity and inclusion concerns with the club's welfare officer to start with; then the Safe and Inclusive Tennis team if applicable, as outlined in the Reporting Procedure.
- Players, parents and guardians are responsible for upholding the Code of Conduct and Reporting Procedure.
- Mapperley Park Tennis Club is committed to:
 - formally adopt this policy,
 - take steps to ensure that our committee, members, participants and volunteers behave in accordance with the policy, including where appropriate taking disciplinary action under our constitution;
 - ensure that access to membership as well as access to participation is open and inclusive;
 - publish accurate information about the location and accessibility of our facilities; and
 - support measures and initiatives that British Tennis may institute or take part in to advance the aims of this policy as part of our commitment to our LTA membership.

Where there is a diversity and inclusion concern or disclosure, the individual who is told about, hears, or is made aware of the concern or disclosure is responsible for following the Concern Reporting Procedure above.

5. Breaches of the Diversity and Inclusion Policy, Standards, Code of Conduct and Reporting Procedure

Where there are concerns that diversity and inclusion good practice has not been followed, all staff are encouraged to follow the club's whistleblowing policy; coaches, officials, volunteers and players are encouraged to:

1. Complain directly to the person or organisation and seek resolution. In the first instance, this can often resolve many disputes or concerns.
2. If required, you can contact the LTA Safe and Inclusive Tennis Team: safeandinclusive@lta.org.uk - they can assist in liaising with the club and investigating the matter. Alternatively, the NSPCC Whistleblowing advice line: 0800 028 0285; help@nspcc.org.uk can be contacted.
3. Seek further advice from the Equality Advisory Support Service a call on 0808 800 0082. For further information their website is: www.equalityadvisoryservice.com/app/ask.

If someone comes to you with a concern around discrimination, listen to their complaint, reassure them and advise them of the routes listed above (1-3).

Breaches of this policy and/or failure to comply with the outlined responsibilities may result in the following by the LTA or the Tennis Foundation:

- Venues – potential removal of LTA accreditation
- Officials and coaches – termination of current and future roles and possible legal action.
- Recruited volunteers – termination of current and future roles and possible legal action.

Where an appeal is lodged in response to a safeguarding decision made by the LTA Safe and Inclusive Tennis Team and Safeguarding and Protection Committee and/or Licensing and Registration Committee, an independent appeal body such as Sport Resolutions may be used. Their decision is final.

Safe and Inclusive

Mapperley Park Tennis Club Code of Conduct

- Prioritise the well-being of all children and adults at all times
- Be a positive role model. Act with integrity, even when no one is looking
- Help to create a safe and inclusive environment both on and off court and promote the fair play values: enjoy, respect
- Value and embrace diversity and make all reasonable efforts to meet individual needs
- Check you have the relevant consent from parents/carers, children and adults before taking or using photos and videos
- Ensure your own roles and responsibilities, and those of everyone you are responsible for, are clearly outlined and everyone has the information, training and support to carry them out
- Where possible, do not be alone with a child or adult at risk; if you have to be alone with a child or adult at risk let someone know, such as a carer, club secretary, volunteer etc.
- Do not abuse, neglect, harm or discriminate against anyone; or act in a way that may be interpreted as such*
- Doing nothing is NOT an option: report all concerns and disclosures as soon as possible, following the Concern Reporting Procedure. If someone is in immediate danger, dial 999.

*It is illegal to have a relationship with someone who is under 18 years old if you are in a position of trust; it is illegal to have a sexual relationship with anyone under the age of 16 whether they give consent or not.

This Code of Conduct should be interpreted in a spirit of integrity, transparency and common sense, with the best interests of children and adults at risk as the primary consideration.

Appendix A

Legislation

The **Equality Act 2010**¹ is designed to protect people from discrimination in the workplace and in wider society. It replaced previous anti-discrimination laws with a single Act, making the law easier to understand and strengthening protection in some situations. It sets out the different ways in which it is unlawful to treat someone.

It is against the law to discriminate against anyone because of:

- age
- being or becoming a transsexual person
- being married or in a civil partnership
- being pregnant or on maternity leave
- disability
- race including colour, nationality, ethnic or national origin
- religion, belief or lack of religion/belief
- sex
- sexual orientation

These are called 'protected characteristics'.

People are protected from discrimination:

- at work
- in education
- as a consumer
- when using public services
- when buying or renting property
- as a member or guest of a private club or association

People are also protected from discrimination if:

- they are associated with someone who has a protected characteristic, e.g. a family member or friend
- they have complained about discrimination or supported someone else's claim

Discrimination can come in one of the following forms:

- direct discrimination - treating someone with a protected characteristic less favourably than others.
- indirect discrimination - putting rules or arrangements in place that apply to everyone, but that put someone with a protected characteristic at an unfair disadvantage.
- harassment - unwanted behaviour linked to a protected characteristic that violates someone's dignity or creates an offensive environment for them.
- victimisation - treating someone unfairly because they've complained about discrimination or harassment.

¹<http://www.legislation.gov.uk/ukpga/2010/15/contents>

Appendix B

Equality Act 2010: Protected Characteristics

Age

The Act protects people of all ages. However, different treatment because of age is not unlawful direct or indirect discrimination if you can justify it, i.e. if you can demonstrate that it is a proportionate means of achieving a legitimate aim.

Disability

Under the Act, a person is disabled if they have a physical or mental impairment which has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities.

Gender Reassignment

The Act provides protection for transsexual people. A transsexual person is someone who proposes to, starts or has completed a process to change his or her gender. The Act no longer requires a person to be under medical supervision to be protected – so a woman who decides to live as a man but does not undergo any medical procedures would be covered.

Marriage and Civil Partnership

The Act applies only to employees who are married or in a civil partnership.

Pregnancy and Maternity

A woman is protected against discrimination on the grounds of pregnancy and maternity during the period of her pregnancy and any statutory maternity leave to which she is entitled.

Race

For the purposes of the Act 'race' includes colour, nationality and ethnic or national origins.

Religion or Belief

In the Equality Act, religion includes any religion. It also includes a lack of religion. Additionally, a religion must have a clear structure and belief system. Belief means any religious or philosophical belief or a lack of such belief. To be protected, a belief must satisfy various criteria, including that it is a weighty and substantial aspect of human life and behaviour. Denominations or sects within a religion can be considered a protected religion or religious belief. Discrimination because of religion or belief can occur even where both the discriminator and recipient are of the same religion or belief.

Sex

Both men and women are protected under the Act.

Sexual Orientation

The Act protects bisexual, gay, heterosexual and lesbian people.