SLTC Diversity and Inclusion Policy – Revised August 2026

Policy Statement

This Diversity and Inclusion Policy, Standards, Code of Conduct and Reporting Procedure are applicable to Southend LTC and is based on similar policies of: • The Lawn Tennis Association (LTA) • The Tennis Foundation. • Tennis Scotland and Tennis Wales As a club, we actively contribute to enable more people to play tennis, in a manner that it is safe, inclusive, and fair. This statement applies irrespective of a person's age, sex, pregnancy or maternity, disability, race or sexual orientation gender (and gender reassignment) status, marital or civil partnership status, race, sex, religion, socio-economic status or any other background. We also recognise that many concerns/disclosures may have safeguarding, diversity and inclusion elements to them. This policy reflects this through its reporting procedures, which replicate the concern reporting procedures listed within Our Whistleblowing Policy on Page 5. This Policy strives to minimise risk and support our venue, programmes, events and individuals to deliver and experience a positive tennis experience for everyone. The Reporting Procedures in page 2 outlines how to respond to safeguarding or discrimination concerns/disclosures. For our Glossary of Terminology used within this document, please refer to Page

Scope

Southend LTC has direct, safe and inclusive responsibility for its members, staff, coaches and as well as the following: Volunteers (including board members), Venues they own, Events/programmes they run and Ensuring all accreditation requirements are met by accredited coaches, officials, venues and any necessary staff. 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 and applicable to our club, specifically to every person and place that we have direct safe and inclusive responsibility for.

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 Chairmen have overall accountability for this Policy and Reporting Procedure. They are also responsible for being the strategic lead on diversity and inclusion and for ensuring compliance with the relevant legislation*. The club's chairman (Mike Bambrook) and Welfare Officer (Lorraine Wilson) have overall responsibility for implementation of the policy. The Chair and Welfare Officer of the club are responsible for updates to this Policy and Reporting Procedure in line with legislative and organisational developments; and develop a

strategic and proactive approach to diversity and inclusion and respond to discrimination concerns. The Southend LTC Club's Welfare Officer is responsible for supporting the club to identify where diversity and inclusion support is required; to implement safe and inclusive procedures; promote diversity and inclusion principles, including the Safeguarding and Reporting Procedure, to all the venues they manage, programmes, events and individuals including players, parents and carers. All staff, consultants, coaches, officials and volunteers involved in tennis 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. The Southend LTC 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/disclosure: The individual who is told about, hears, or is made aware of the concern/disclosure is responsible for following the Concern

Reporting Procedure - Please see our Whistleblowing policy on Page 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.

If someone comes to you with a concern around discrimination, listen to their complaint, reassure them and refer them to our Whistleblowing Policy. Breaches of this Policy and/or failure to comply with the outlined responsibilities may result in the following by the LTA, Tennis Scotland, Tennis Wales and/or the Tennis Foundation:

Venues – Potential removal of LTA accreditation

Staff – disciplinary action leading to possible dismissal and legal action.

Contracted officials and coaches – termination of current and future roles within all four organisations and possible legal action.

Recruited volunteers, including councillors and board members – termination of current and future roles within all four organisations and possible legal action. Actions taken by staff, consultants, volunteers, officials, coaches, venues, clubs and/or events outside of the LTA, Tennis Scotland, Tennis Wales and/or the Tennis Foundation that are seen to contradict this Policy may be considered a violation of this Policy. Where an appeal is lodged in response to a safeguarding decision made by the LTA Safeguarding 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.

*Refer to the Lawn Tennis Association (LTA) for guidance.

Glossary 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 their age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex or sexual orientation

Diversity – acknowledging, celebrating 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 and intimidating, hostile, degrading, humiliating or offensive environment for that individual or creates an intimidating, hostile, degrading, humiliating or offensive environment. The focus is on the perception of the complainant not the intent of the perpetrator. Employees 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, employee, 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, marital or civil partnership status, pregnancy or maternity, race, sex, sexual orientation, religion, race or sexual orientation, socio-economic status or any other background.

Positive action – Southend LTC 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.

Our Whistleblowing Policy

At Southend Lawn Tennis Club (SLTC), Safeguarding children and adults at risk requires everyone to be dedicated 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. What is whistle blowing? In the context of safeguarding, "whistle blowing" is when someone raises a concern about the well-being of a child or an adult at risk. A whistle blower may be any of the following: • a player; • a volunteer; • a coach; • other member of staff; • an official; • a parent; • a member of the public. How to raise a concern about a child or an adult at risk at the club 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 immediate danger, any concerns about their well-being should be made without delay to the Club Welfare Officer (Lorraine Wilson). 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, however, the whistle blower does not feel comfortable raising a concern with the Club Welfare Officer, the whistle blower should contact the LTA Safeguarding Team directly on 020 8487 7000, the Local Authority Designated Officer (LADO) or the NSPCC on 0808 800 5000.

The Club Welfare Officer Lorraine Wilson can be contacted at 07989 737444

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;

Whether any witnesses were present.

What happens next?

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. 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 should be contacted on 0800 028 0285 or by emailing help@nspcc.org.uk

The club will not tolerate any harassment, victimisation or unfair treatment of any members or staff, and will take appropriate action to protect.