

U18 PERFORMANCE PLAYER NTC POLICY

INTRODUCTION

This policy outlines the rules, regulations and responsibilities in place for Performance Programme Players under the age of 18 whilst at the National Tennis Centre (NTC).

Performance Programme Players relates to any player in any of the following categories: Elite, NTC Pro Access, PSP, PTP, NAGP 16U or National Academy (including the Wheelchair Performance Pathway) as well as any other under 18 player that is on the NTC Access list or may be invited to use the NTC from time to time.

Codes of conduct help individuals to understand their organisation's expectations of them and provide a benchmark for identifying inappropriate behaviour. Everyone involved, whether child, parent, coach, official, member of LTA staff or volunteer, should be fully aware of the expectations upon them and agree to abide by the [LTA Code of Conduct](#).

Supervision whilst at the NTC

Any player under the age of 18 must be appropriately supervised at all times whilst on site at the NTC. It is the parent(s) / legal guardian(s) responsibility to ensure this is in place.

Players can be supervised by:

- Parent / guardian / carer / other family members over the age of 18 (e.g. sibling)
- Personal Coach or other member of the player's support team (S&C, physio etc)

LTA personnel should only be used to supervise players when:

- no other appropriate adult is available
- they are actively involved with the player's session (on court, gym or treatment) and
- they are asked and they give their permission to do so (not assumed just because they are taking the session).

Coaches and appointed practitioners / supervisors should avoid being alone (including for travel) with a child, except only when necessary for the proper performance of their professional services (for example, on court, tuition, for 1:1 coaching session, facilitation of authorised support e.g. physio etc).

It is required that all coaches and practitioners entering the NTC have the appropriate qualifications and accreditations / DBS checks, or equivalent from international organisations, in place prior to beginning work with an under 18 in line with general NTC access protocols. International coaches/practitioners must provide personal details including a copy of their passport and details of qualifications and accreditations.

Process:

All parents / guardians of players under the age of 18 accessing the NTC outside of organised official activity (e.g. LTA Official Camps) must complete the Designated Supervisor Form (appendix 1) and return this to a member of the Performance Operations Team via Imogen.woodham@lta.org.uk. This will outline all potential supervisors the parent is approving to be responsible for their child whilst at the NTC.

When the child is at the NTC one of these named supervisors must be on site at all times. Members of the LTA Performance Team or the NTC Operations Team have the right to question the player to confirm who their current supervisor is at any time, if it is unclear or the staff member suspects there is no supervisor on site. Any breach of this may result in NTC access being removed.

For immediate reference on requisite LTA Safeguarding protocols please refer to the LTA website.
<https://www.lta.org.uk/about-us/safeguarding/overview/> .

Performance Areas

The below outlines specific access rules and regulations around the various Performance Areas of the NTC.

- On Court

All Under 18s must be supervised whilst on court as outlined below.

- In most cases it is expected the player to be supervised by an appropriately qualified and LTA Accredited Coach whilst on court at the NTC. The Parent must approve who this person is or consent for the designated LTA Staff member to act as this person.
- Parents may only go onto the court when invited by or with agreement from the Coach during individual sessions. Parents should not go onto court when there are other players involved in the session.
- If it is a non-coach led session (e.g. match play) then a designated supervisor must be on site in an appropriate location such as the balcony, viewing areas or cafe.
- If a parent is also a coach then they must be LTA accredited (or equivalent from an international organisation).

- Performance Gym and Staff Gym

All Under 18s must be supervised in the gym at all times by an appropriately qualified professional as outlined below.

- All Under 18s must be accompanied and trained by an appropriately qualified, DBS checked, and insured practitioner at all times. The Parent must approve this person or consent for a designated LTA Staff member to act as this person.
- Individual tennis coaches may supervise warm up's, cool downs and relevant gym activity with approval from the Head of Performance Science and Medicine.
- Under 18s should not be in the gym alone with a parent as the supervisor and should not be trained by the parent (unless appropriately qualified and approved).
- Parents may only enter the gyms when invited by or with agreement from the LTA Lead Physical Preparation Coach and / or Head of Science and Medicine.

- Physio / Medical / Rehab Centre

All Under 18s must be supervised in the Rehab Centre at all times by an appropriately qualified professional as outlined below.

- All Under 18s must be accompanied and treated by an appropriately qualified, DBS checked, and insured medical practitioner at all times. The Parent must approve who this person is or consent for the designated LTA Staff member to act as this person.
- Individual tennis coaches may supervise warm up's, cool downs in the rehab centre with approval from the Head of Performance Science and Medicine.
- Under 18s should not be in the Rehab Centre alone with a parent as the supervisor (unless appropriately qualified and approved by Lead Physio and / or Head of Science and Medicine).

- Parents may only enter the Rehab Centre when invited by or with agreement from the LTA Physio team or Head of Science and Medicine.

- Player Changing Rooms

- LTA Programme Players over the age of 18 can use the Player Changing Rooms. Under 18's should **not** use these changing rooms unless using ice baths as outlined below. U18s should use the changing rooms by court 1 as these offer separate changing, shower and toilet areas.
- Towels can be collected from reception.
- We ask that the lockers in all changing rooms are used as day lockers only, if you require longer term storage at the NTC please speak to a member of the Operations Team.
- Parents should not enter the Player Changing Rooms under any circumstances.

- Ice Baths

Players under the age of 18 years old are not permitted to use the ice baths in the player changing rooms at the NTC unless prescribed for rehab or recovery by a member of the LTA Performance Science and Medicine Team. If prescribed the Player must be supervised by a member of the LTA Performance Science and Medicine Team of the same gender as the player.

- Player Lounge, Accommodation and Laundry Facilities

All Under 18s must be supervised in the Player Lounge at all times by an approved Designated Supervisor and should not be left unaccompanied.

- Parents or designated supervisors accompanying under 18s in the Player Lounge must respect the privacy and comfort of senior players using the space.
- Parents or designated supervisors should not use the Player Lounge if they are not accompanying the U18 year old.
- Only one parent or designated supervisor per U18 should enter the player lounge to supervise the player at any time.
- U18s are able to use the café or spectator lounge to relax in if their designated supervisor is on site but unable to accompany them in the Player Lounge.
- Laundry Facilities at the NTC are only for those players or staff staying overnight at the NTC. In exceptional circumstances access may be given to players not staying on site but please speak to the manager on duty to request this.
- In no circumstances should the Laundry Facilities be used without prior consent from the Operations team.
- If U18s are staying on site at the NTC overnight, then the NTC Accommodation policy and all supervision protocols outlined in that policy need to be adhered to.

In the above performance situations (gym and rehab space) there should always be 2 adults in a room with any U18 players and where LTA staff members are working with U18s measures will be put in place to ensure, where possible, this is the case. However, in exceptional circumstances when this is not possible the meeting/session should take place in a room with windows and/or an open door. All U18 players have the opportunity to have a chaperone when having medical appointments or when working 1-2-1 with an LTA staff member, coach or LTA contractor. Please request the LTA Chaperone policy for further details.

Should any U18 player leave the NTC site during their approved visit, for either personal or non LTA approved reasons, then the LTA duty of care will be relinquished.

If any of the above regulations are not respected or adhered to by Players or Designated Supervisors then access to specific Performance Areas or the NTC may be reduced or removed.

The LTA may amend this policy from time to time. Any amendments will be published on the LTA website.

Appendix 1 – Designated Supervisor Form

PLAYER NAME: (please print)

PARENT NAME:

PARENT CONTACT DETAILS:

PHONE: EMAIL:

I confirm that any of the named persons below can act as the designated supervisor and in “loco parentis” for the above-named child whilst at the National Tennis Centre.

NAME	RELATIONSHIP	PHONE NUMBER	EMAIL
<i>e.g. Joe Bloggs</i>	<i>Coach</i>	<i>07123 456789</i>	<i>joebloggs@lta.org.uk</i>

Once this has been submitted if there are any additions, please complete a new form and send it to a member of the Performance Operations Team. All pre-named supervisors will remain in addition to the newly added ones, and a supervisor will only be removed if/when a written request is sent.

Please note LTA Performance Staff do not need to be listed above.

☐ Please tick here if you give permission for your child to arrive at or leave the NTC by themselves (e.g. to travel via train or taxi).

Should any U18 player leave the NTC site during their approved visit, for either personal or non-LTA approved reasons, then the LTA duty of care will be relinquished.

☐ Please tick here if you give permission, in exceptional circumstances, for your child to be in a 1:1 situation with an LTA staff member as outlined above.

☐ Please tick here if you give consent, when necessary, for your child to have 1:1 communication via WhatsApp with LTA Staff and coaches for professional communications such as logistical purposes as outlined [here](#).

☐ Please tick here if you give consent, for the above parent details to be used as the emergency contact details. If not, please add relevant emergency contact details below and/or a second emergency contact if you wish.

Emergency Contact Details if above not to be used or second emergency contact if consent given:

NAME:.....RELATIONSHIP:.....

CONTACT DETAILS:

PHONE: EMAIL:

Please state below any allergies, medical conditions or other information that the NTC or LTA staff should be aware of:

PARENT CONSENT:

SIGN:

DATE:

