

At Letchworth Sports and Tennis Club the safety of all our members and visitors is a top priority, especially of those who are deemed as vulnerable which includes all players under the age of 18.

Please familiarise yourself with this policy which states what we expect from coaches, staff and parents, and their responsibilities for children on site at the tennis club.

During group and individual coaching lessons

- Mini Tots (ages 3 and 4): A parent/guardian is required to stay with their child during the lesson and are responsible for their child during the entirety of the lesson.
- Mini Reds (ages 5, 6, and 7): We request that a parent/guardian hands their child over to the coach at the start and collects their child from the coach at the end of each lesson. We ask the parent/guardian to stay on site whilst their child is in a mini red lesson. The child is the responsibility of the coach during mini red lessons, however with consideration to the players' age it is advisable that parents/guardians are there to support children's needs in the event of any incidents or accidents, and toileting requirements.
- Mini Oranges, Greens, and young Juniors (ages 8, 9, 10 and 11): We ask that a parent/guardian brings their child to the tennis court at the start of the lesson and collects their child from the court at the end of the lesson. The child is the responsibility of the coach during Mini Orange, Mini Green and Junior lessons.
In unforeseeable circumstances where the parent/guardian is not able to arrive on time to collect their child, they must inform our staff as soon as possible by calling the tennis club on 01462 675444. If there is not a response when calling the club, please text the tennis manager on 07929 341226.
- Juniors (ages 12 - 18): If a player between the ages of 12 and 18 will be arriving or leaving the tennis club before or after a lesson with us their parent/guardian must sign a one-off consent form prior to their first lesson. These forms can be obtained from the tennis club reception.

During Birthday Parties

Ages 4, 5, 6, and 7: When a birthday party is held on site and run by our coaches and staff, we recommend that a parent/guardian for each child remains on site for the duration of the party. The responsibility for a child remains with their parent/guardian. If there is not a parent/guardian present the responsibility lies with the parent who organised the party.

Ages 8 and above: If a parent/guardian for each child is on site, they are responsible for their own child. If they do not remain on site, the responsibility lies with the parent who organised the party.

During holiday camps

- Children from 4 years of age can be booked onto our holiday camps. Irrespective of the child's age parents are welcome to either stay on site during the camp or leave the tennis club once they have dropped off their child.
- We require parents (or a nominated guardian) to drop their child off at the camp by handing them over to one of our coaches. This includes confirming who will be collecting the child later that day.
- Once the child has been released into the care of a coach at the camp, the child is then the responsibility of our coaches and staff.
- A parent/guardian is expected to arrive on time to collect their child at the time their camp booking ends.
- If there is an unforeseeable circumstance when the parent/guardian will not be arriving on time to collect their child, they must inform our staff as soon as possible by calling the tennis club on 01462 675444. If there is not a response when calling the club, please text the tennis manager on 07929 341226.
- There is a penalty charge for a late collection at the camp. Please refer to our CampGO terms and conditions for more information.
- Parents/guardians must make themselves known to the coach who is dismissing the children. The coach will only allow a child to leave their care when they have identified the relevant adult.

During an externally organised event

When an event is held at Letchworth Sports and Tennis which is being organised by an external company, the responsibility of any minors lies with the parent/guardian and the event organisers.

A minor on site who is not part of an organised activity

When a child is visiting Letchworth Sports and Tennis Club for any reason, but is not taking part in a pre-booked organised activity or event they are the full responsibility of their parent/guardian. We ask that those under the age of 14 are not on site without a responsible adult if they are booked on and taking part in an organised activity.