



# Tennis Sussex Diversity & Inclusion Policy

Version: 2.0

Date: November 2023






TENNIS  
FOR BRITAIN

## Concern Reporting Procedure

Reporting Procedure for any concerns

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

<b>Respond</b>	<b>Listen carefully to what the person is telling you. Do not interrupt, keep question's to a minimum, do not promise to keep information secret.</b>	
<b>Refer</b>	<b>Is someone in immediate danger?</b>  <b>YES</b> Call the police (999)  <b>THEN</b> 	 <b>NO</b>  Talk to the Club's welfare officer in confidence. Tennis Sussex 01273 509147. Email: <a href="mailto:office@tennissussex.com">office@tennissussex.com</a> You can also talk to the LTA Safeguarding Team * (020 8487 7000) as soon as possible [Mon-Fri, 9am-5pm]. If the Safeguarding Team is unavailable and you want advice before the next working day, call the NSPCC (0808 800 5000) or Parent Line Scotland (0800 028 2233) if your concerns is about a child. If your concern us about an adult ask them for details of your Local Authority Adult Social Care Services.  Hate crime can alternatively be reported through True Vision at <a href="http://www.report-it.org.uk">www.report-it.org.uk</a>
<b>Record</b>	<b>Write an objective account of your concerns immediately using the Reporting a Concern Form found on the <a href="#">safeguarding page</a>. Send it to the Safeguarding Team within 48 hours of the concern/disclosure (<a href="mailto:safeguarding@lta.org.uk">safeguarding@lta.org.uk</a>)</b>  <b>Handling a concern/disclosure can be emotionally difficult. If you would like to talk to someone after making a concern/disclosure, contact the LTA Safeguarding Team by phone 020 8487 7000 or email <a href="mailto:safeguarding@lta.org.uk">safeguarding@lta.org.uk</a></b>	

**Tennis Wales Safeguarding Lead (029 2046 3335)**  
**Tennis Scotland Safeguarding Lead (0131 444 4154).**

## **Diversity and Inclusion in Tennis Sussex**

This Policy sets out our commitment and includes our Safe and Inclusive Standards, Code of Conduct and Reporting Procedure 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 counties culture and our behaviours.
- We create a culture where inclusive leadership thrives
- We take a proactive approach using positive action to ensure that communities and individuals are valued and able to achieve their full potential.

To achieve these aims Tennis Sussex believes 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 – proactively 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 all - Lawn Tennis Association (LTA), Tennis Scotland, Tennis Wales.

These commitments are fully supported by the Tennis Sussex Management Board.

Together we can make a positive difference to people from different backgrounds to participate in Tennis within are County.

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This policy was last reviewed on 27th November 2023 and will be reviewed every three years (or earlier if there is a change in national legislation).

**This Policy was approved by Tennis Sussex Management Board meeting on 27<sup>th</sup> November 2023**

**Martin Carpenter**, Tennis Sussex Chair.

**Deborah Rayner Gray**, County Safeguarding Officer.

# DIVERSITY AND INCLUSION POLICY

## 1. Policy Statement

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

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

As a club we contribute actively 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, we recognise that many concerns and/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 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 at the top of this document outlines how to respond to safeguarding or discrimination concerns/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 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 an 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.

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.

**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** – Tennis Sussex 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.

(See Appendix A for full glossary of terms)

### **3. Scope**

Tennis Sussex has direct safe and inclusive responsibility for:

- Staff, consultants, coaches, and officials they employ.
- Volunteers, including board members and councillors they recruit.
- Venues 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 Tennis Sussex Council and Chair have overall accountability for this Policy and Reporting Procedure, for being the strategic lead on diversity and inclusion and for ensuring compliance with the relevant legislation (see Appendix for details).
- The Tennis Sussex Council and Safeguarding Officer Deborah Rayner Gray have overall responsibility for implementation of the policy.
- The Council and Safeguarding Officer of the County are responsible for updating 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 Tennis Sussex Safeguarding Officer and Council are responsible for supporting the County 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 County Safeguarding 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.
- Tennis Sussex are 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](#) 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 Tennis Sussex whistleblowing policy; consultants, 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 Safeguarding Team: [safeguarding@lta.org.uk](mailto:safeguarding@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](mailto: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: <http://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, Tennis Scotland, Tennis Wales:

- Venues – Potential removal of LTA accreditation
- Staff – disciplinary action leading to possible dismissal and legal action.
- Contracted consultants, 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 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.

## 6. Related policies and guidance

- Glossary of Inclusion & Diversity Terms
- Safeguarding Policy
- Glossary of Safeguarding Terms
- Anti-bullying Policy
- Whistle blowing Policy
- Inclusion and diversity policy

- Codes of conduct
- Online and communication safety policy

## Appendix A: Legislation

The **Equality Act 2010** legally protects 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's 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.



