



PADEL MEMBERSHIP HANDBOOK

LTA PADEL

LAWN TENNIS ASSOCIATION
TRADING AS 'LTA PADEL'

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EQUITY, ETHICS & DISCIPLINE

ANTI-DOPING

LTA Padel enforce an anti-doping procedure whereby random controls are conducted throughout a tournament season.

LTA PADEL CODE OF ETHICS & BEHAVIOUR

This encapsulates all the sporting, moral and ethical principles that Padel represents. The Code is intended for all participants and disciplines within the sport. Everyone involved in the sport should promote equality of access and opportunity, fairness and respect. All those involved within Padel have a responsibility to act according to the highest standards of integrity and to ensure that the reputation of the sport is, and remains, high.

EQUALITY STANDARDS

The Equality Standard is a framework, developed by the Home Country Sports Councils, to guide sports organisations towards achieving equality. It assists organisations in developing structures and processes, assessing performance and ensuring continuous improvement in equality.

Further details and information can be requested: padel@lta.org.uk

ANTI DISCRIMINATION

As the governing body of the game, LTA Padel is responsible for setting standards and values to apply throughout the game of padel at every level. Padel belongs to, and should be enjoyed by, everyone equally. Our commitment is to eliminate discrimination whether by reason of gender, sexual orientation, race, nationality, ethnic origin, colour, religion or ability and to encourage equal

opportunities.

THE FOLLOWING POLICY SHOULD BE AT THE HEART OF THE COMPANY'S ACTIVITIES:

- LTA Padel is responsible for setting standards and values to apply throughout the sport at every level. Padel belongs to and should be enjoyed by everyone, equally. Our commitment is to confront and eliminate discrimination whether by reason of sex, sexual orientation, race, nationality, ethnic origin, colour, religion or disability.
- Equality of opportunity at LTA Padel means that in all our activities we will not discriminate or in any way treat anyone less favourably, on grounds of sex, sexual orientation, race, nationality, ethnic origin, colour, religion or ability.
- The advertisement for volunteers.
- The selection of candidates for volunteers.
- Courses.
- External coaching and education activities and awards.
- Padel development activities.
- Selection for teams/leagues/tournaments/courses.
- Appointments to honorary positions.

LTA Padel will not tolerate sexual or racially based harassment or other discriminatory behaviour, whether physical or verbal, and will work to ensure that such behaviour is met with appropriate action in whatever context it occurs.

LTA Padel is committed to the development of the programme of ongoing training and awareness raising events and activities, in order to promote the eradication of discrimination within its own organisation, and within padel as a whole.

EQUAL OPPORTUNITIES

LTA Padel is committed to a policy of equal treatment of all members and requires all members of whatever level or authority, to abide and adhere to this general principle and the requirements of the Codes of Practice issued by the Equal Opportunities Commission and Commission for Racial Equality.

All members are expected to abide by the requirements of the Race Relations Act 1976, Sex Discrimination Act 1986 and Disability Discrimination Act 1995.

SPECIFICALLY, DISCRIMINATION IS PROHIBITED BY:

- Treating any individual on grounds of gender, colour, marital status, race, nationality or ethnic or national origin, religion, sexual orientation or disability less favourably than others. Expecting an individual solely on the grounds stated above to comply with requirement(s) for any reason whatsoever related to their membership, which is different from the requirements for others.
- Imposing on an individual requirement, which are in effect more onerous on that individual than they are on others. For example, this would include applying a condition that makes it more difficult for members of a particular race or sex to comply than others not of that race or sex.
- Victimisation of an individual.
- Harassment of an individual, by virtue of discrimination.
- Any other act or omission of an act, which has as its effect the disadvantaging of a member against another, or others, purely on the above grounds.
- Thus, in LTA Padel's recruitment, selection, promotion and training processes, as well as disciplinary matters, it is essential that merit, experience, skills and temperament are considered as objectively as possible.
- LTA Padel commits itself to the immediate investigation of any claims of discrimination on the above grounds and where such is found to be the case, a requirement that the practice cease forthwith, restitution of damage or loss (if necessary) and to the investigation of any member accused of discrimination.
- Any member found guilty of discrimination will be instructed to desist forthwith.
- Since discrimination in its many forms is against the Company's policy, any members offending will be dealt with under the disciplinary procedure.
- LTA Padel commits itself to the disabled person whenever possible and will treat such members, in aspects of their recruitment and membership, in exactly the same manner as other members. The difficulties of their disablement permitting assistance will be given, wherever possible to ensure that disabled members are helped to participate in padel. Appropriate training will be made available to such members who request it.

SAFEGUARDING & PROTECTING YOUNG PEOPLE

Safeguarding children is something all of us in Padel are responsible for, whether you're a parent, coach, volunteer, referee or player.

These pages include advice for parents on what sorts of checks they can make to ensure their children are in a safe environment, information for children and young people on looking after themselves, and guidance for everyone on child protection.

SAFEGUARDING AND PROTECTING CHILDREN

Padel should be a safe, friendly and enjoyable experience for all young people. LTA Padel is committed to complying with the National Standards for Safeguarding and Protecting Children in Sport. These are developed and assessed by the NSPCC.

We want to make sure that children enjoy Padel in a safe environment in which they are protected from any form of abuse. Our policies and guidance in this area are designed to support all Padel organisations to meet this goal.

Below you can find answers to some common questions about child protection in Padel. A full list of resource documents are available from the link on the right. On 16th June 2010, the government announced that it had halted the implementation of the Vetting and Barring Scheme. For information on the current situation and on how Padel people and Padel organisations should respond, please go to question seven.

Questions answered below;

1. How do I learn more about safeguarding and protecting children?
2. What should I do if I have a concern about the safety or welfare of a child?
3. What are my child protection responsibilities if I work with children?
4. How do I improve child protection and safeguarding in my club/facility?
5. Who needs to complete a CRB check?
6. What is the current situation with the Vetting and Barring Scheme?
7. How many adults do I need to supervise my group?

8. We have a programme at our club working with children with learning difficulties / disabilities, do we need to take additional steps on safeguarding?

HOW DO I LEARN MORE ABOUT SAFEGUARDING AND PROTECTING CHILDREN?

You can contact your county team to find out about spaces on a safeguarding workshop. This is a 3-hour workshop that will help to improve your knowledge and skills in this area. Request county contacts via padel@lta.org.uk

WHAT SHOULD I DO IF I HAVE A CONCERN ABOUT THE SAFETY OR WELFARE OF A CHILD?

You should carefully record an relevant facts and details and then report your concern. If a child tells you that they are being abused, you should listen carefully. Tell them that you will have to tell someone about the problem, and that you will try to see if someone can help. Do not begin to ask detailed questions about the concern, and don't begin an investigation. You should report your concern to your local/club Child Protection Officer (CPO) or to your County CPO. If you need urgent advice, contact the LTA Safeguarding Department or your local Police or social services.

WHAT ARE MY CHILD PROTECTION RESPONSIBILITIES IF I WORK WITH CHILDREN?

You have a duty of care toward any children that you work with. This means that you must take reasonable steps to protect those children from harm. To do this, you should ensure that you plan and carry out your activities in line with the LTA guidance. You should also ensure that any other adults involved in your activities are properly recruited and vetted. If you work in a club, you should also encourage the club to put in place child protection measures to support all of the activities taking place at the club.

HOW DO I IMPROVE CHILD PROTECTION AND SAFEGUARDING IN MY CLUB/FACILITY?

Make sure that you have a Child Protection Officer to co-ordinate your steps in this area.

You should also put in place a child protection policy so that your commitment is clear and visible:

The LTA Child Protection Officer's 'HITLIST' provides a guide to the top priorities when tackling these issues within your club or facility. You can find the HITLIST and other resources to help you in setting up these systems on the Safeguarding and Child Protection Resources and Forms page.

WHO NEEDS TO COMPLETE A DISCLOSURE AND BARRING SERVICE (DBS) CHECK (PREVIOUSLY KNOWN AS A CRB CHECK)?

A DBS check is just one way of making sure that you have the right people in place. All padel coaches seeking employment in the UK will be requested a valid DBS check. If coaches require assistance contact padel@lta.org.uk

WHAT IS THE CURRENT SITUATION WITH THE VETTING AND BARRING SCHEME?

The Vetting and Barring Scheme (VBS) was created across England and Wales, to safeguard children and vulnerable adults by checking the records of those people wanting to work or volunteer with children and vulnerable adults.

The VBS built on the previous barring processes of:

- Protection of Children Act (PoCA) List
- List 99 (information held under S142 of the Education Act)
- The Protection of Vulnerable Adults (PoVA) list
- The Scottish Disqualified from Working with Children List.

As of 12th October 2009, it became an offence for a 'barred' person to work or volunteer with children and vulnerable adults, these arrangements remain in place. Any person on the Sex Offender's Register is automatically placed on the 'barred' list. The Independent Safeguarding Authority (ISA) maintains the barred list for both children and vulnerable adults. They also accept safeguarding referrals from employers and other regulatory bodies. In June 2010 ministers announced plans to stop the registration for VBS, pending a

review. They felt that whilst the VBS was well intentioned, it was disproportionate in its response to those who actually pose a risk to children or vulnerable adults. Any individual who is either employed or volunteers working with children and / or vulnerable adults may be required to undertake a criminal records check. The LTA will advise you about who needs to undertake a CRB within your organisation. Please contact the Legal Services team for more information. For more information or queries please contact padel@lta.org.uk

HOW MANY ADULTS DO I NEED TO SUPERVISE MY GROUP?

The general guidance for anyone looking after children is that you should use the following ratios:

- Children under 10 years: 1 adult to 8 children
- Children over 10 years: 1 adult to 10 children

Remember that these ratios will not always work. Plan your activities carefully, and think about what will happen in emergencies. What will happen if you need to deal with an injury? Are you doing anything that requires close supervision such as using gym equipment or travelling through busy places?

WE HAVE A PROGRAMME AT OUR CLUB WORKING WITH CHILDREN WITH LEARNING DIFFICULTIES / DISABILITIES, DO WE NEED TO TAKE ADDITIONAL STEPS ON SAFEGUARDING?

Some children are more vulnerable than others, or face additional barriers in accessing help. This might be because of a disability, but equally could be related to their race, gender, age, religion or disability, sexual orientation, social background or culture. It is highly recommended the attendance of a 'Safeguarding and Protecting Children' workshop.

Further questions

If your question has not been answered here, you can contact us via padel@lta.org.uk

CODE OF CONDUCT FOR COACHES

Coaches are key to the establishment of ethics in padel. Their concept of ethics and their attitude directly affects the behaviour of players under their supervision. Coaches are, therefore, expected to pay particular care and attention to the moral aspect of their conduct. Coaches have to be aware that almost all of their everyday decisions and choices of actions, as well as strategic targets, have ethical implications. It is natural that winning constitutes a basic concern for coaches. This code is not intended to conflict with that. However, the code calls for coaches to disassociate themselves from a 'win-at-all-costs' attitude. Increased responsibility is requested from coaches involved in coaching young people. The health, safety, welfare and moral education of young people is a first priority, before the achievement or the reputation of the player, school, coach or parent.

Set out below is the LTA Padel Code of Conduct (which reflects the standards expressed by the Padel Coaching Qualification and the LTA Padel Membership Handbook Members), which forms the benchmark for all involved in coaching:

- Coaches must respect the rights, dignity and worth of each and every person and treat each equally within the context of the sport.
- Coaches must place the well-being and safety of each player above all other considerations, including the development of performance.
- Coaches must adhere to all guidelines laid down by governing bodies.
- Coaches must develop an appropriate working relationship with each player based on mutual trust and respect.
- Coaches must not exert undue influence to obtain personal benefit or reward.
- Coaches must encourage and guide players to accept responsibility for their own behaviour and performance.
- Coaches must ensure that the activities they direct or advocate are appropriate for the age, maturity, experience and ability of players.

- Coaches should, at the outset, clarify with the players (and, where appropriate, parent) exactly what is expected of them and also what they are entitled to expect from their coach.
- Coaches must co-operate fully with other specialists (e.g. other coaches, officials, sports scientists, doctors, physiotherapists) in the best interests of the player.
- Coaches must always promote the positive aspects of the sport (e.g. fair play) and never condone violations of the Laws of the Game, behaviour contrary to the spirit of the Rules & Regulations of the Game or the use of prohibited substances or techniques.
- Coaches must consistently display high standards of behaviour and appearance.
- Coaches must not use or tolerate inappropriate language.

CODE OF CONDUCT FOR PLAYERS

Players should not adopt a 'win-at-all-costs' attitude. Fair play and respect for all others during matches is fundamentally important. This Code focuses on players at competition level. Nevertheless, the key concepts in the Code are valid for players at all levels.

A PLAYER SHOULD:

- Make every effort to develop their own abilities, in terms of skill, technique, tactics, stamina and understanding the rules and regulations of the game.
- Give maximum effort and strive for the best possible performance during a match, even if behind and the result has almost been determined.
- Set a positive example for others, particularly young players and supporters.
- Avoid all forms of poor gamesmanship and time-wasting.
- Always have regard for the best interests of the game, including where publicly expressing an opinion on padel and any particular aspect of it, including others involved in the game.
- Not use inappropriate language.

A PLAYER SHOULD:

1. Make every effort consistent with Fair Play and the Rules & Regulations of Padel to help his partner.
2. Resist any influence, which might, or might be seen to, bring into question his commitment to the doubles partnership winning. Respect for The Rules & Regulations of Padel And Competition Rules.

A PLAYER SHOULD:

1. Know and abide by the Rules and Regulations, and the competition rules.
2. Accept success and failure, victory and defeat, equally.
3. Resist any temptation to take banned substances or use banned techniques.

A PLAYER SHOULD:

1. Treat opponents with due respect at all times, irrespective of the result of the match.
2. Safeguard the physical fitness of opponents, avoid violence and rough play, and help injured opponents.

A PLAYER SHOULD:

1. Accept the decision of the Tournament Official without protest.
2. Avoid words or actions, which may mislead a Tournament Official.
3. Show due respect towards Tournament Officials.
4. Avoid using any foul, abusive or offensive language towards Tournament Officials.

A PLAYER SHOULD:

1. Abide by the instructions of their Coaches, provided they do not contradict the spirit of this Code.
2. Show due respect towards the Coaches of the opposition.

A PLAYER SHOULD:

1. Show due respect to the interests of fans/spectators, from both your own side and the opposition, particularly young spectators.

CODE OF CONDUCT FOR PARENTS

Parents/Spectators have a great influence on children's enjoyment and success in the sport. All children play padel because they first and foremost love the game - it's fun.

It is important to remember that however good a child becomes at padel within our association it is important to reinforce the message to parents/spectators that positive encouragement will contribute to:

- Children enjoying paddle
- A sense of personal achievement
- An improved self-esteem
- Improving the child's skills and techniques

A parent's/spectator's expectations and attitudes have a significant bearing on a child's attitude towards:

- Other players
- Tournament Officials
- Sponsors
- Coaches
- Spectators.

Ensure that parents/spectators are always positive and encouraging towards all of the children not just their own. Encourage parents/spectators to:

- Applaud the opposition as well as your own team
- Not to shout and scream
- Respect the umpire's decision
- Give attention to each of the children on court not just the most talented

COACHING COMPLAINTS

In the event that any member feels that he or she has suffered discrimination in any way, or that the Coaches Policies, Rules or Code of Conduct has been broken, should follow the procedures below.

They should report the matter in writing to the LTA. The LTA will then deal this with.

Your complaint should include:

- Details of what, when, and where the occurrence took place.
- Any witnesses along with their statements.
- Names of any others who have been treated in a similar way.
- Details of any former complaints made about the incident, date, when and to whom made.
- A preference for a solution to the incident.

The LTA will then arrange a meeting to be held at the earliest convenience so that all parties can discuss the complaint.

The LTA Head of Padel, who will have the power to:

- Warn as to future conduct.
- Suspend from any dealings.
- Remove from any dealings any person found to have broken LTA Padel Policies or Codes of Conduct.
- Determine whether any Child Protection issues should be referred to an official body, i.e. The Police.

DISCIPLINE PROCEDURE

All Members, Coaches, Players and Parents should read the Rules and

Regulations of Padel. Ignorance is no excuse!

The LTA Head of Padel will deal with all matters relating to discipline. The Head of Padel have the power to suspend and expel a Coach, Player or Parent whose behaviour is unacceptable, both on or off court or socially. Where appropriate, a Discipline Sub-committee shall investigate incidents, hear the views of interested parties and recommend to the Head of Padel what action should be taken against offending persons.

All members of LTA Padel should acquaint themselves with the LTA Padel Code of Conduct, which are on display on the company website or available in booklet form upon request. The Head of Padel shall have the power to suspend from all LTA Padel activities any member, which includes Management, Player, Coach or Parent, who shall offend against the Code of Conduct or whose conduct shall in the opinion of the Head of Padel render them unfit for dealings with LTA Padel. Before any such person be suspended LTA Padel shall give them seven days written notice to attend the meeting of the Discipline Sub-committee, which notice shall contain particulars of the complaint(s) made against them. No person shall be suspended without first having had an opportunity of appearing before the Discipline Subcommittee and answering the complaint(s) made against them, nor unless at least two thirds of the Discipline Sub-committee then present shall vote in favour of their suspension. No member shall be expelled unless at the recommendation of the Discipline Sub-committee under the aforesaid procedure and ratified by at least two thirds majority of the members present at the Disciplinary meeting. This rule applies to persons conduct on and off court in all matters whether they are padel or socially related. Any incident or problem should be fully investigated and action, where appropriate, taken in accordance with the rules.

All persons are hereby informed that the LTA Head of Padel will delegate the responsibility for investigating and where applicable, deciding on any action to be taken for all incidents to a Discipline Sub-committee. The Discipline Sub-committee shall consist of three elected Officials - The Head of Padel shall be convened once an incident (or problem) has been formally brought to its notice. LTA Padel will review these at the monthly meetings and action may be taken depending on the severity of the offence. Matters requiring further action will be referred to the Discipline Sub-committee and the procedures outlined above will be brought into action. Where necessary, the Discipline Sub-committee shall decide on the action to be taken against the person and notify the Head of Padel of this decision. It is then the responsibility of the Head of Padel to endorse and enforce the decision.

PADEL COURT SAFETY

LTA Padel, along with the Department for Culture, Media and Sport, the Health and Safety Executive and the British Standards Institution, would like to draw your attention to the following guidelines for the safe use of padel courts. Too many serious injuries and fatalities have occurred in recent years as a result of unsafe or incorrect use of padel courts. Safety is always of paramount importance and everyone in padel must play their part to prevent similar incidents occurring in the future.

For safety reasons padel courts (including those which are portable and not installed permanently at a club or venue) must always be anchored securely to a base structure. Portable padel courts must be secured by the use of a base structure that can cater to the weight and movement of the padel court generated by the players during on court activity. It is essential that under no circumstances should children or adults be allowed to climb, swing on or play with the structures of the padel courts. Particular attention is drawn to the fact that if not properly assembled and secured, both portable and permanent padel courts may move, topple over, or even corrode. Regular inspections of padel courts should be carried out to check that they are kept properly maintained.

Portable padel courts should not be left in place as a permanent option after use. They should be either properly anchored to a secure base or dismantled and removed to a place of secure storage. It is strongly recommended that the wire mesh on a padel court surroundings do not interfere with play and do not oppose a safety threat in anyway. Nets should only be secured by a net post or incorporated into the padel court structure. New padel courts should not be purchased if they include metal hooks or bevels that can cause injury during play. For reference, you should note that LTA Padel and the LTA Investment & Property Division have developed a standard for future padel courts (obtained in a separate document). It is hoped this will be developed into a full British Standard in due course.

Remember to use all equipment, not just padel courts, safely at all times.