

SAFEGUARDING SUPPORT VISITS AT COMPETITIONS

The LTA Safeguarding Team may contact you ahead of a competition you are organising to notify you of their attendance.

The Safeguarding Risk Assessment for the event will be requested. In addition to that, the following areas will be reviewed during their time at the competition.

| Before the event | |
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| What was the process used for participants to enter the competition? | <i>CMS, email etc?</i> |
| What format was information received prior to the event? | <i>Email, Whatsapp?</i> |
| Details of Welfare Officer/Lead for Safeguarding at the competition | <i>Were these shared in any of the pre-event comms?</i> |
| Emergency Contact Form | <i>How was this shared with attendees?</i> |
| Medical Form | <i>How was this shared with attendees?</i> |
| Photography Consent Form | <i>How was this shared with attendees?</i> |
| Signing in and out information | <i>Was this detailed within the pre-event comms?</i> |
| Information detailing what age you can attend the competition without a parent or carer present with you at the venue | <i>Was this detailed within the pre-event comms?</i> |
| At the event | |
| Are members of the public able to access the venue during the competition? | <i>How is this managed? Particularly in relation to the supervision of children.</i> |
| Is there a register for signing in at the competition? | |
| Is there a register/process for signing out at the competition? | |
| Are there any young children unsupervised around the venue? | |
| Safeguarding information seen on display | <i>Details of the Lead for Safeguarding at the event, competitions safeguarding information, where was this seen on display?</i> |
| Is it clear who to contact if there is a safeguarding issue? | <i>Where is this information displayed?</i> |
| Did the official include any mention of safeguarding when conducting their welcome speech at the beginning of the competition? | |
| Does the number of supervisors match the risk assessment? | |
| Observations will also be made in relation to behaviours and/or any other concerns seen and discussions held with those attending and supporting the event. | |

Those who have organised the competition will receive feedback and the LTA Safeguarding and Competitions Teams will use the information gathered to continue to support everyone involved in competitions.