**BUCKHURST HILL BOWLING & LAWN TENNIS CLUB – Tennis Section**

**POLICY ON THE USE OF CHANGING ROOMS**

Buckhurst Hill Bowling & Lawn Tennis Club strives to ensure that all members are safeguarded and have an enjoyable tennis experience. This policy applies to all staff, coaches, volunteers, players, parents/carers and any other individuals associated with the venue. This document sets the tennis section policy for the acceptable use of our changing rooms

As we do not have the facility to provide separate changing rooms for children (under 18 years old) and adults, children should come to the club already changed, wearing suitably warm or waterproof clothing as needed and to go home afterwards to change and shower

If adults and children need to share our changing rooms, they will do so at different times. Should a situation arise where a child needs to change then the parent/carer should stay with them in the changing room and ensure no other adult is present whilst they are changing. Should an unaccompanied child,15-18 years, need to change/shower, the “in use” sign should be used and “vacant” indicated once the changing room is free to use

Groups of children will have sole use of the changing rooms. This reduces the risk and potential vulnerability associated with mixing adults and children when changing and showering.

Under no circumstances will coaches, volunteers or adult members change or shower at the same time as children using the changing rooms. If an adult is showering or changing , the “in use” sign should be used and “vacant” indicated once the changing room is free to use.

Toilets in the main pavilion can be used by members or accompanied children if the changing rooms are occupied

The club has separate changing rooms for male and females and all should use the appropriate changing room

Where no changing facilities are available children, parents and travelling teams/players will be made aware prior to the game and advised to make alternative arrangements and to take appropriate additional clothing e.g. tracksuits etc

If we are made aware that a child or adult self-identifies as a gender that differs from the gender they were assigned at birth, we will work with them and their parents/carers (where it relates to a child) to make reasonable adjustments to changing arrangements to suit their needs

Mobile phones and other electronic devices must not be used in changing rooms by adults or children

During junior (under 18) lessons, camps or matches a DBS checked coach will be on hand to guide use of changing rooms/toilets for juniors as per the relevant risk assessment.

When children are at the club with parents/carers, the parent/carer should appropriately supervise to ensure a child is not alone with another adult in the changing room. Unaccompanied 15-18 year olds should ensure they are not alone with another adult in the changing room

If the behaviour of any person concerns or upsets you, please contact the club welfare officer whose name and contact number is displayed on the notice board

This Policy is reviewed every three years . This Policyis recommended for approval by:

Club Committee Chair **Mark Hicks** Date: Club Welfare Officer **Christine Jones** Date