



Anti-Bullying Policy (2025–2026)

1. PURPOSE

BLTSRC is committed to providing a safe, inclusive and respectful environment where all children, young people and adults feel able to participate without fear of bullying, harassment or intimidation. This policy outlines the Club's approach to preventing, identifying and responding to all forms of bullying in line with LTA and England Squash safeguarding expectations.

2. SCOPE

This policy applies to:

- Children and young people
- Adults at risk
- Coaches, volunteers and staff
- Members and parents
- Visitors and contractors

It covers bullying that occurs:

- On club premises
- During coaching sessions, matches or competitions
- During club trips or events
- Online or through digital platforms (social media, messaging, gaming)
- Outside the Club if it impacts a member's safety or welfare

3. DEFINITIONS

Bullying is deliberate, harmful, and repeated behaviour that causes distress or fear. It includes:

- Physical bullying
- Verbal bullying



- Emotional/psychological bullying
- Social bullying
- Cyberbullying
- Discriminatory bullying
- Sexual bullying

Bullying may occur between:

- Child → child
- Adult → child (safeguarding concern)
- Child → adult
- Adult → adult (conduct issue)

4. PRINCIPLES

- Bullying is never tolerated.
- All concerns will be taken seriously and acted upon quickly.
- Children have the right to feel safe and respected.
- Staff, coaches and volunteers must model positive behaviour.
- Parents and carers must support a respectful club culture.
- Interventions must be proportionate, fair and designed to protect all parties.

5. PREVENTION

BLTSRC prevents bullying through:

5.1 Education & Awareness

- Displaying safeguarding and respect posters
- Providing induction materials on behaviour expectations
- Promoting Codes of Conduct



- Encouraging children to speak up

5.2 Positive Club Culture

- Reinforcing kindness, respect and teamwork
- Ensuring coaching sessions are well supervised
- Addressing low-level behaviour issues early

5.3 Online Safety Measures

- Clear rules for messaging and social media
- Adults never privately messaging juniors
- Monitoring club-operated digital channels

6. SIGNS & INDICATORS OF BULLYING

Children may:

- Become withdrawn or anxious
- Display behaviour changes
- Be reluctant to attend sessions
- Have unexplained injuries
- Lose or damage possessions
- Report physical symptoms (headaches, stomach aches)
- Express fear around certain individuals

7. RESPONDING TO BULLYING CONCERNs

Immediate actions:

- Stay calm and listen
- Do not dismiss the concern
- Reassure the child



- Record the facts objectively
- Refer to the CWO within 24 hours

Reporting route:

Club Welfare Officer – Sarah Markwort

Tel: 07879 843360

Email: welfareofficer@bltsrc.co.uk

If the concern involves the CWO:

- LTA Safeguarding Team
- England Squash Safeguarding Team
- LADO
- NSPCC

8. INVESTIGATION PROCEDURE

The CWO will:

1. Assess immediate risk.
2. Speak with involved parties separately.
3. Gather statements and witness accounts.
4. Review digital evidence if relevant.
5. Decide on actions with NGB support where needed.
6. Inform parents unless risk increases.

Possible actions:

- Restorative conversations
- Mediation
- Monitoring



- Adjusted session groupings
- Behaviour contracts
- Disciplinary processes (where necessary)

9. BULLYING BY ADULTS

Bullying by adults towards children is a safeguarding concern and will be escalated immediately.

10. CYBERBULLYING PROCEDURE

- Preserve evidence
- Report to CWO
- Support young person in blocking/reporting user
- Escalate to platform moderators
- Consider police involvement if threats or harassment occur

11. SUPPORT FOR THE CHILD BEING BULLIED

- Assigned trusted adult
- Adjusted session arrangements
- Restorative support
- Monitoring period
- Referral to specialist services if needed

12. SUPPORT FOR THE CHILD DISPLAYING BULLYING BEHAVIOUR

- Behaviour reflection
- Increased supervision
- Behaviour expectations contract
- Parent involvement



- Mentoring support

13. RECORD KEEPING

CWO must keep:

- Concern reports
- Investigation notes
- Evidence
- Witness statements
- Actions taken
- Outcome and closure notes

Records kept for a minimum of 6 years.

14. REVIEW & MONITORING

This policy will be reviewed annually or sooner following any significant incident.

Next Review: September 2026

APPENDICES (included in final document)

A – Types of bullying with examples

B – Cyberbullying scenarios

C – Reporting flowchart

D – Behaviour contract template

E – Concern recording form

Version Control

Policy Owner: Club Welfare Officer

Version: 2025–2026

BLTSRC Anti-Bullying Policy 2025–2026

BERKHAMSTED
LAWN TENNIS &
SQUASH RACKETS CLUB



First Issued: October 2023

Updated: February 2025

Next Review: September 2026