Riverside Tennis Club

Member Protection Procedure	**Approval Date:**	30-10-2016
	Review Date:	30-10-2018
	Policy No: 01-2016	Version 1

PURPOSE

To outline Riverside Tennis Club's procedure regarding:

- The protection of its members and visitors from discrimination, abuse (including child abuse) and harassment;

POLICY

- The Riverside Tennis Club has adopted the Tennis Australia Member Protection Policy and its Code of Conduct.

- The Tennis Australia Member Protection Policy and Code of Conduct can be accessed by members on the Club website and in the clubroom policy folder which will be updated as required.

- All coaches who work with children under the aged of 18 will undergo a screening process in strict accordance with Section 6 of the Tennis Australia Member Protection Policy.

PROCEDURE

Managing Complaints

- Complaints or cases of discrimination, abuse (including child abuse) and harassment are managed by the Member Protection Officer (President) in accordance with the Member Protection Policy and the Complaints Handling Procedure.

- The Member Protection Officer (President) will determine if the complaint is dealt with by the Club Committee or referred to another organisation e.g. Tennis Tasmania Member Protection Officer / Disciplinary Tribunal or where relevant Tasmania Police.

- Any action taken by the Committee will be in accordance with the Member Protection Policy and the Club Constitution.

Coach Appointment

- Prior to the recruitment of a coach the Riverside Tennis Club Committee will appoint a selection panel of 3 (at least 2 Committee members). The selection panel will be responsible for evaluating applications, seeking referees and conducting interviews in accordance with Section 6 of the Member Protection Policy. All applicants will be required to complete a Member Protection Declaration and provide an approved Working with Children Check.

RELATED POLICIES AND PROCEDURES

- Tennis Australia Member Protection Policy / Code of Conduct
- Riverside Tennis Club Complaints Handling Procedure

President:	Sign:
Vice-President:	Sign: