

TTW SUPERVISING CHILDREN AT TABLE TENNIS SESSIONS

Document History

Version	Summary of Changes	Document Status	Date
1.0		Live	23 rd November 2019
1.1	Reviewed document and added document history. Also added acceptance and adoption text at end of document.	Live	1 st November 2021
1.2	Edit acceptance and adoption text	Live	21 st July 2022

Monitoring and Review

The policy will be annually monitored and a full policy review will take place every three years. A policy review may also be conducted in response to any of the following occurrences:

- Changes in legislation or guidance
- Changes in governance of the sport
- Changes in the nature or size of Table Tennis Wales
- A procedural review taking place following a significant case

Table Tennis Wales are committed to ensure sufficient adults are present to adequately supervise all participants and manage any incident that may arise.

While the risk assessment may well indicate the need for an enhanced level of supervision and staffing for a particular activity the following table shows recommended adult to child ratios. These are based on Ofsted guidelines and are suitable for most organisations working with children.

Child age - REMEMBER A risk assessment may indicate the need for an enhanced level of supervision. For mixed age groups the lower child age must be followed.	Number of Adults	Number of Children
0 – 2	2	3
2 – 3	2	4
4 – 8	2	6
9 – 12	2	8
13 - 18	2	10

There should always be a minimum of 2 adults present to deal with any issues or incidents that arise.

Table Tennis Wales will aim to adhere to the following:

For single sex groups there must be at least one same gender member of staff and for mixed groups there must be at least one male and one female adult.

Table Tennis Wales recognise that in exceptional circumstances the above criteria may not be able to be met, in this situation, the National Safeguarding Officer will be notified, and the circumstances recorded.

As part of the responsibilities of supervising children it is vital that all players drink appropriate amounts of water to avoid any possible risks of dehydration.

Coaches, staff and volunteers are encouraged to;

- Avoid waiting for children to say they are thirsty before planning a drink break, as thirst is an indication of dehydration.
- Plan drinks breaks in training sessions and matches every 20 – 40 minutes depending on conditions.

Important:

Please save a copy of this document onto your device, complete the information below and email a copy of the 'signed' document to safeguarding@tabletennis.wales

By 'ticking this box, I confirm that I have read, understand and fully adopt the TTW Supervising Children at Table Tennis Sessions document.

Name:

Signed on behalf of: