



Easy To Read Safeguarding Policy - Adults

Document History

Version		Status	Date
1.0	Document Created		17/02/2026
1.2	Contact details updated	Live	29/04/2026

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

Our Commitment / Promise

✔ At Table Tennis Wales, we believe everyone has the right to feel safe, respected, and protected. We are committed to creating a safe and welcoming environment for all players, coaches, volunteers, and supporters.

Who This Policy Is For

👥 This policy applies to all players, coaches, volunteers, club officials, parents, carers, and visitors involved with Table Tennis Wales.

What Is Safeguarding

Safeguarding means protecting people, especially children and adults at risk, from harm, abuse, or neglect.

🔒 It includes making sure people are safe, treated with respect, and supported to speak up if they feel unsafe.

⚠ Types and Signs of Abuse

There are many types of abuse:

- 🗨 Verbal (saying mean things, bullying)
- 🦊 Physical (hitting, pushing, training when injured)
- 😞 Emotional (ignoring, bullying)
- 👤 Sexual (being touched or spoken to in an inappropriate way)
- 🚫 Neglect (not being cared for properly)

Signs of abuse:

- Physical – being hurt or injured.
- Emotional – being threatened, bullied, or made to feel scared or worthless.
- Sexual – being touched or spoken to in an inappropriate way.
- Bullying – repeated unkind or aggressive behaviour.
- Financial (for adults) – taking someone’s money or belongings.
- Radicalisation – encouraging harmful or extremist ideas.

Tell someone if you see or feel something is wrong.

How We Keep You Safe

We make sure that:

- 📄 All staff and volunteers who work with children or adults at risk are checked (DBS).
- 🧑🏫 Everyone receives safeguarding training.
- 📖 Activities are safe, supervised, and inclusive.
- 🗨 Concerns are listened to and acted on quickly.
- We follow national safeguarding laws and guidance.

What To Do If You’re Worried / Reporting a Concern

If you ever feel unsafe or see something that worries you:

- **Tell your coach, Safeguarding Officer, or a parent or carer.**
- **🔴 If you are in danger:** Call **999** for the police.
- **Contact our National Safeguarding Lead** on safeguarding@tabletennis.wales or 07500 046 861
Or Deputy Safeguarding Lead 07570 031 857
- Use the **MyVoice** Table Tennis Wales online form QR code, where you can report a concern to Safeguarding at Table Tennis Wales anonymously.



Childline: A free phone line just for kids

Phone: 📞 0800 1111 (Free and open every day)

Website: www.childline.org.uk

NSPCC – A place to call if someone is worried about a child.

Phone: 📞 0808 800 5000

Website: www.nspcc.org.uk

Child Protection in Sport Unit (CPSU)

Phone: 0203 772 9722

Website: <https://thecpsu.org.uk/>

Ann Craft Trust – Helps keep grown-ups safe too.

Phone: 0115 951 5400 Email: Ann-Craft-Trust@nottingham.ac.uk

Website: www.anncrafttrust.org

You will be listened to and taken seriously. You will not get into trouble for speaking up.

Confidentiality and Information Sharing

We will keep your information private. If someone is at risk, we may need to share details with the police or social services to keep them safe. We follow data protection laws when handling information.

🧠 Need More Help?

Contact Table Tennis Wales:

- 📧 **Email:** enquiries@tabletennis.wales
- 📞 **Phone:** 029 2033 4994
- 🌐 **Website:** www.tabletennis.wales