PROCESS FOR RESPONDING TO CONCERNS ABOUT STAFF/VOLUNTEERS IN YOUR CLUB

If you have concerns about the behavior of a member of staff or volunteer towards a person ensure their immediate safety.

Report concerns to the relevant club welfare officer or Table Tennis England’s Safeguarding Manager – who, with the Case Management Group, will decide if the concern constitutes:

- Poor Practice and/or breach of Table Tennis England’s Code of Conduct/Ethics
- Possible child or adult abuse

- Table Tennis England’s disciplinary procedures initiated and a temporary suspension put in place if deemed appropriate
- Table Tennis England complaints/disciplinary procedures initiated – decision taken by Safeguarding Manager and Chief Executive regarding temporary suspension pending the outcome of any statutory investigations.
- Concerns referred to Children’s Services/Adult Services who may involve the Police; if concerns relate to someone in a position of responsibility referral to the LADO

Possible outcomes of the process/hearing:
1. No case to answer
2. Warrants advice/warning as to future conduct/sanctions
3. Further training/support needed
4. Sanctions put in place
5. Dismissal and referral to the DBS

Possible outcomes:
1. Statutory threshold not met so referred back to Table Tennis England for disciplinary process to take place.
2. Children’s/Adult’s Services/Police enquiries and investigation undertaken
3. Following 2 above no case to answer.
4. Criminal proceedings.
5. Possible civil proceedings.

Appeals procedures available as part of natural justice