

COACHING POLICY & PROCEDURES

Kent Sport welcomes all users to the University of Kent and is proud to support the sports provision for all of our members and guests. We are committed to the safeguarding of all users, protecting our facilities and upholding the University's reputation. We have students and staff on site every day of the year and are committed to ensuring our policies and procedures are upheld at all times.

All sports coaching conducted on Kent Sport facilities or on behalf of Kent Sport at external facilities must be approved by the Kent Sport Management or Senior Management Team.

The Coaching policy has been implemented in accordance with the Kent Sport Child Protection & Safeguarding Policy (see statement below) and the University of Kent's Safeguarding Policy & Procedure - [SafeguardingPolicyandProcedureJune2024.pdf \(kent.ac.uk\)](#). Any unsafe or concerning behaviour must be reported following the detailed safeguarding procedures on site.

All coaching is subject to completion/submission of the following documents, checks, declaration or agreements applicable to the nature of the booking or delivery.

Bookings will fall into the following categories;

- A) All Member bookings where sports coaching is being delivered 1-2-1 or as a group
- B) Third Party or Commercial Bookings (including schools and sports clubs)
- C) Kent Students Union Sports Club and Society Bookings

Kent Sport maintains the right to refuse entry to individuals or groups that have not complied with the Coaching Policy and will challenge any suspected sports coaching on its premises. All coaches are responsible for their behaviour and conduct at all times and must comply with the membership or bookings terms and conditions associated to their session.

Photography and filming of the facilities for advertising/business purposes is not permitted without prior consent. Personal photography is permitted as long as the privacy and protection of others nearby is paramount.

The University of Kent manages parking enforcement under the [British Parking Association](#) guidelines and is a member of the [Approved Operator Scheme](#).

Kent Sport treats all information gathered with the strictest respect and confidentiality. Information provided to Kent Sport will only be used for the purposes intended and not disclosed to any third parties. All personal information is processed under the Data Protection Act. Further information regarding Data Protection at Kent can be found here: (www.kent.ac.uk/infocompliance).

Kent Sport has qualified First Aid responders on duty at all times across both the indoor and outdoor facilities with First Aid equipment and Defibrillators at both sites. Any incidents must be reported to the Pavilion or Sports Centre Reception Team who will respond accordingly.

Kent Sport Safeguarding Statement

Kent Sport is committed to ensuring all participants of sport and physical activity have a right to be safe and enjoy their sport or activity.

Kent Sport's Child Protection & Safeguarding Policy is in place to ensure that all children and vulnerable adults using Kent Sport facilities are protected from harm and are safe to enjoy sport or any activity within Kent Sport facilities. We ask those in the vicinity of children and vulnerable adults within our facilities to be conscious and aware of these procedures and abide by them fully.

Kent Sport believes

- That the welfare of children and vulnerable adults is paramount
- All children and vulnerable adults have the same right to protection from abuse, neglect or exploitation, regardless of their age, gender, race, religious beliefs, disability or sexual orientation.
- It is important that all individuals working with children and vulnerable adults behave in an appropriate manner, operating within an accepted ethical framework. This will protect children, vulnerable adults and any adults within Kent Sport facilities.

The safety of children and vulnerable adults is ensured through

- Training our employees on our departmental safeguarding policy and procedures so that all employees are sensitive to any signs that may indicate child abuse, neglect or exploitation and are aware of what actions to take when faced with any situation of suspected child abuse at our facilities
- Applying our safeguarding policy to third party hirers and external coaches

Copies of the Kent Sport Child Protection & Safeguarding Policy are available online
[Child Protection and Safeguarding policies | Kent Sport - Kent Sport - University of Kent](#)

If you have any concerns that you wish to report please contact the Kent Sport Local Safeguarding Officers - Dean Gonsalves d.gonsalves451@kent.ac.uk or Ali Ainslie A.Ainslie@kent.ac.uk or asking at our reception desk to speak to a safeguarding officer.

If you feel an individual is in immediate danger, please contact the police on 999