

VOLUNTEER LETTER OF UNDERSTANDING

This letter sets out what we expect from you and what you can expect from us in relation to your volunteering role at Kingston Bagpuize with Southmoor Tennis Club.

We expect you to:

- Undertake your volunteering duties to the best of your abilities, presenting a positive image of British Tennis.
- Maintain high-quality communication with your Volunteer Co-ordinator and/or Venue Committee, and follow at all times the guidance given.
- Act with professionalism and respect towards everyone involved with the venue, from the players, coaches, parents, volunteers and their guests, to the local community and the media.
- Uphold the LTA Safe and Inclusive Tennis Code of Conduct and your venue's safeguarding and equality policies.
- Report to your venue Welfare Officer any concerns or issues about a child or adult at risk.
- Not disclose, either during the time of your volunteering or afterwards, any confidential information which you become aware of in connection with your volunteering role.

Have fun and enjoy yourself.

This letter is not intended to be legally binding and can be cancelled at any time by you or us. You are not obliged to accept any volunteering opportunities offered and we are not obliged to provide any volunteering opportunities. Neither of us intends any employment relationship to be created.

Please sign this letter to acknowledge that you understand the contents of the letter.

Signed Date

Print Name

Signed Date

Club Administrator on behalf of Kingston Bagpuize with Southmoor Tennis Club