

## Content:

This document defines the guidelines that we expect foreign visiting Coaches to adhere by.

## Detail:

First and foremost, they must agree and sign up to the Table Tennis England Coaches Code of Conduct.

They should be given a link to look at the Table Tennis England's policies and guidelines on safeguarding in order to familiarise themselves with the procedures.

If they are working over here for in excess of 3 months, then they should be required to undergo a DBS check as long as they come from a country with a reciprocal arrangement with our DBS.

They should never have sole responsibility for a session or be working alone on a one to one basis with a player aged under 18 or with a recognised vulnerability unless they have a Table Tennis England Coach License in place.

Their qualifications should be checked and verified.

Two references should be sought including, where possible, from previous employers, clubs where they have coached in the past, their home country national association or players who they have coached.

All travel and documents relating to visas and work permits should be seen and verified that they are legally entitled to be in the UK and able to work. Please be aware that these requirements should be checked regularly on the Foreign Office/Home Office websites for the most up to date information available.

**For more information please contact the Safeguarding Team on 01908 208860 option 3.**