



WALSALL TENNIS CLUB
(formerly BIRMINGHAM ROAD LAWN TENNIS CLUB)

Club grounds at the rear of the Metro Inn, Birmingham Road, Walsall

www.walsalltennis.co.uk

President: (vacant)



Secretary: Mr Rick Magnante, 12, Scott Road, Walsall, WS5 3PU.

Telephone: 01922 645130

COACH, REFEREE AND VOLUNTEER LOG

The following checklist can be used as a guide when recruiting new volunteers to the club or an existing volunteer to a new role. The information you need to check may vary according to the role.

| Name | | Address | | Tel. No. | | Email Address | |
|---|--|---------|----|---|--|---------------|----|
| <i>Received and read copies of:</i> | | | | <i>Workshops attended:</i> | | | |
| Equality and diversity policy [EP] | | Yes | No | Child protection [CP] | | Yes | No |
| Code of conduct [CC] | | Yes | No | Equity in your coaching [E] | | Yes | No |
| Guidelines For Working With Children [GC] | | Yes | No | Club For All [C] | | Yes | No |
| Coach /Referee qualification | | | | Two written references taken up by the club? | | Yes | No |
| Date when License due | | | | Referees: | | | |
| BTCA / ABTO member | | Yes | No | Role within the club. [Each role to have a job description] | | | |
| Volunteer agreement signed (and date)? | | | | Date Services Commenced: | | | |
| | | | | Date Services Ended: | | | |