

LTA TENNIS ASSISTANT (LEVEL 1) QUALIFICATION

DEPLOYMENT WITHOUT DISCLOSURE AND BARRING SERVICE (DBS) CHECK

Dear Candidate,

If you do not have an accepted DBS or PVG check completed through the LTA, please complete your name below and provide this letter to the tennis venue where you will be completing your qualification experience hours for the LTA Assistant (Level 1) course.

You should then return this letter to the Course Provider (the company running your course) before your course finishes.

Candidate's name.....

Dear Tennis Venue,

The above candidate is enrolled on the LTA Tennis Assistant (Level 1) Qualification in coaching and will be completing their supervised 4 hours of qualification experience at your tennis venue.

Please note that this candidate has not completed a DBS or PVG check through the LTA. Whilst this does not prohibit them from completing their qualification experience at your venue, you should ensure that if the candidate will be supporting with coaching sessions on four or more days at your venue, they will need to obtain an Enhanced DBS and Barred List check or PVG check.

By signing this letter, you confirm that you are responsible for supervising the candidate and managing any risk associated with them.

If you have any questions or concerns, you should discuss these in the first instance with the candidate and the Course Provider.

Thank you for supporting the development of new Assistant in British Tennis.

Signature of Club Committee Member, Manager, Chairperson, or Head Coach (the supervisor):	
Name of tennis venue represented by the Supervisor:	
Printed name of the Supervisor:	
Position of the Supervisor:	
Contact number for the Supervisor:	