

HANHAM COMMUNITY CENTRE TENNIS CLUB

CLUB RULES 2019

In these Rules, the Committee refers to the Tennis Club Management Committee unless otherwise stated.

1. AUTHORITY AND GOVERNANCE

In accordance with para 5 and 30 of the HCC Tennis Section Constitution, the Committee has agreed the Club Rules herein for the proper conduct and management of the Section, and shall be read in conjunction with the Constitution (which takes precedence at times). These Rules are consistent with both the Section Constitution and any policies, rules, and the constitution of the parent charity. These Rules, together with any changes or amendments shall be agreed by the Charity Trustees and formally adopted at a Section AGM.

2. AFFILIATION

Membership of the Tennis Club shall be conditional on membership of the Hanham Community Centre.

Club members must carry their Community Centre membership card at all times whilst they are using the social club and tennis club facilities and can be asked to produce it.

The Community Centre issue membership cards to all members. For members, the club will pay for Community Centre membership (included in the tennis subscription), and arrange for the collection of membership cards from the Community Centre.

3. MEMBERSHIP AND SUBSCRIPTION RATES

There shall be the following Classes of Member:

Full Member

Shall be aged over 18 years on 31st December of the previous Club year. Having reached the standard of play accepted for club tennis. (See Rule 10)

Full Member (non club play)

Shall be as a Full Member, but not be able to play on club sessions as Rule 10 has not been satisfied.

Student Member

Shall be aged over 16 years as above and in full time education. Having reached the standard of play accepted for club tennis. (See Rule 10)

Student Member (non club play)

Shall be as a Student Member, but not be able to play on club sessions as Rule 10 has not been satisfied.

Junior Club Player

Shall be aged under 16 and able to play to a standard equivalent to good Club Night standard. Eligible candidates must be proposed by the coach or committee member and agreed by a majority of the committee and will be subject to an initial three month trial period. The privilege can be withdrawn at the Committee's discretion.

Family Membership

Parents plus children under 16 years of age, or in full time education. The parents having reached the standard of play accepted for club tennis. (See Rule 10)

HANHAM COMMUNITY CENTRE TENNIS CLUB

CLUB RULES 2019

Unemployed Members

Unemployed Members must produce form UB40 and must inform the Committee if they become employed when a proportion of the full member's subscription will become payable. To join the Club members must have reached the standard of play accepted for club tennis. (See Rule 10).

Senior Citizen Members

To join the Club members must have reached the standard of play accepted for club tennis. (See Rule 10). Senior citizens are considered to be over 60 years of age and not in employment.

Junior Members

Shall be aged up to 16 years on 31st December of the previous club year. Courts are available for use as detailed in Rule 6.

Members aged 16 years or over may vote at all General Meetings.

Notes to the subscription scale

- i) For all members over 16, the subscription shall include membership of the Hanham Community Centre in accordance with rule 2.
- ii) For all members, the subscription includes membership of the Avon LTA. The rates of contribution are decided annually at the A.G.M. of the Lawn Tennis Association.
- iii) The Club year shall run from 1st April to the following 31st March and the subscriptions for the year shall be set by the members at the A.G.M.
- iv) All subscriptions shall become due at the date of the A.G.M. and must be paid in full by April 30th. If the subscription is not paid by April 30th membership will cease and that member will not be guaranteed membership of the Club if the membership subsequently becomes full.
- v) Members joining part way through the club year may pay such reduced subscription as decided by the committee.
- vi) The Committee shall have the power to limit the numbers of members in the respective classes if this is considered necessary. The committee will review the limits each year and if these are reached will start a waiting list.

4. APPLICATION FOR TENNIS CLUB MEMBERSHIP

For all classes of membership a candidate shall be approved by the committee following a playing in test (See Rule 10). Club Juniors may be approved by a minimum of two committee members.

5. INJURY. LOSS OF PROPERTY ETC.

Members or visitors leaving unattended vehicles, rackets, clothing or other property at the Club do so at their own risk and the Club shall not be responsible for any loss, damage or injury resulting from this or any other cause or injury to the person.

6. PLAYING TIMES

The courts will be booked as follows:

i) Club Nights/Afternoons (Club Sessions):

Tuesday Evenings 7.00 to 10.00pm, Thursday Evenings 7.00 to 10.00pm. Saturday (in Winter) or Sunday (in Summer) afternoons 2.00 to 5.00pm.

ii) Coaching Sessions - Adult Coaching:

Wednesday Evenings 7.00 to 8.00pm and Tuesday Evenings 6.00 to 7.00pm.

**HANHAM COMMUNITY CENTRE TENNIS CLUB
CLUB RULES 2019**

iii) Long Term Tournaments:

The Committee may book courts for a longer-term tournament and notice of this is to be given at least three months in advance by displaying a notice in the clubhouse.

iv) Matches and Tournaments:

The Committee may book both courts for American tournaments, matches or tournaments against other clubs, league matches or for special events such as exhibition matches. Notice should be given to members by displaying a notice in the clubhouse, 2 days in advance.

v) Juniors:

One court will be reserved for the use of Junior members during school holidays between 9:00 and 6:30 Tuesday and Thursday and between 12:00 to 6:30 Monday, Wednesday and Friday, and between 4:00 and 6:30 outside school holidays, subject to coaching sessions. Adults may use this court if not being used by juniors, but must vacate the court at the end of the set if juniors arrive.

vi) Coaching - Junior Coaching:

Junior coaching will take place on Saturday mornings and weekday afternoons from 4:00 to 6:30. The Starters Club will be held on Wednesday afternoon between 4:30 and 6:30. The Saturday morning and Wednesday afternoon sessions will use both courts.

vii) Out of Club Sessions:

At non-club times, should members wish to play when the courts are full then players on court would vacate at the end of the set being played. (See also Rule 18).

viii) Private Coaching:

Private coaching will take place when the courts are not being used for any club activity. They will be arranged by the coach on an 'ad-hoc' basis, and will be subject to court availability. Only one court can be used for coaching at any time. Subject to this, private coaching will normally take place as follows: Monday to Friday up until 4pm, Saturdays 8.00 - 9.00am, 1.00pm - 2.00pm.

ix) Weekday Morning Adult Members:

The courts are to be reserved for Members on Monday, Wednesday and Friday from 9.30 to 11.30am

7. COPIES OF RULES

A copy of these rules is to be available to all members, and a copy will be displayed in the Club House and on the club's web site hanhamtennisclub.co.uk

8. BOOKING THE COURTS

Members cannot book a court with the exception of the internal tournament (Adult and Juniors). A court may be booked for internal matches but not on Club nights, coaching nights, except when there is to be no coaching, or at junior coaching time. Only one court may be booked for the internal tournament at any one time. Members can only otherwise book a court when they are, for example, entering an external tournament, after agreement of the Committee.

All court bookings should be made at least seven days in advance with the fixtures secretary.

Junior league matches: These are to be booked in Junior playing times. If for any reason this is not possible, then the Junior Match Secretary must contact the Committee to receive a majority decision on whether it would be possible to book the courts in adult playing times.

HANHAM COMMUNITY CENTRE TENNIS CLUB

CLUB RULES 2019

Senior league matches: Where a match is not commenced due to the unfit state of the courts or not finished due to bad weather or failing light, the courts may be booked by the Committee on the following evening or first evening the courts are in a fit condition. These booking will take precedence over Club play and will not be booked with seven days' notice. The Fixtures Secretary may act on behalf of the Committee in this respect.

9. CLUB PLAY

Mixed doubles is normally to be played with short sets, (i.e. the first to reach 5 games), if more than eight people are playing. Men's/Ladies' doubles may be played if there is an imbalance in the numbers of men or women present. Everyone playing on club sessions is required to pay an amount decided by the Committee towards the cost of the tennis balls that the club will provide on these sessions. From September to March an amount, decided by the Committee, will be paid for use of the floodlights during club evenings.

Club members playing outside club sessions and coaching will pay an amount to be decided by the Committee for the use of used balls. If floodlights are used, outside club sessions, there will be an hourly charge, decided by the Committee.

10. STANDARD OF PLAY

Any person wishing to join the Tennis Club and play in Club Sessions, with the exception of juniors, must be able to play tennis to a basic competent standard at least i.e. able to serve and participate to a moderate standard in a rally. Anybody wishing to join should contact a committee member who will arrange an appointment for a playing-in-test. At the playing-in-test at least two committee members (or one committee member and a coach) will meet the applicant and assess his/her standard of play. If they are satisfied that the prospective member can play to this basic standard then their membership will be confirmed at the next meeting, Subscriptions will not be accepted until committee has approved membership, however the applicant will be able to play as a member subject to acceptance.

If the Committee members are not satisfied as to the ability of the applicant or considers him /her undesirable for any reason then the applicant will be unable to join as a full member and will not have any refund of visitors fee paid. Any player not reaching the required standard will be given the opportunity to improve his/her tennis via the club Coaching sessions and then be reassessed.

If aggrieved the applicant may first appeal to the Tennis Committee and if still not satisfied, appeal to the Hanham Community Centre Trustees Committee. Juniors applying for membership as Club Junior members will also be subject to this rule.

11. STANDARD OF DRESS

Sports shoes of a recognised style must be worn on court at all times. Shoes must have non-marking soles and must not have raised heels, spikes, studs, cleats, bars or deep ribbing. Members are expected to wear normally acceptable tennis clothing. Track suits are acceptable. Members will be asked to leave the court immediately if not complying with the above and cannot return to play until they do so comply.

12. STANDARD OF CONDUCT

Members are expected to maintain a good standard of conduct whilst on court and will be asked to leave the court immediately if not complying with the above.

13. OUTSIDE CLUB SESSIONS (ORDER OF PLAY)

At non-club times, should members wish to play when the courts are full then players on court will vacate at the end of the set being played

It is requested that common sense should prevail and if the members waiting all agree then the order of people waiting to play may be altered.

Adults and Juniors are all subject to the same "order of play" rules, and may decide to play

**HANHAM COMMUNITY CENTRE TENNIS CLUB
CLUB RULES 2019**

together where practical in terms of age and ability.

If the courts are free during adult playing times, Juniors may use them and are therefore subject to the same order of play rules; however subject to Rule 11(v), if any adults arrive during these times Juniors must leave the court on completion of the current game.

14. VISITORS & GUESTS

Visitors' fees as set by the Committee are to be paid but at least one Club member must be present on the court during playing. A visitor may play for a maximum of three times and then will have to join the Club if he wishes to continue to play, subject to minimum standards of play. If the Committee so agrees, the visitors fee already paid may be deducted from the membership fee. Juniors are not permitted to bring visitors along unless they have the advance approval of a Committee member.

Guests; A members may bring a guest outside club sessions subject to a fee set annually by the Committee. If any members arrive during play and require the court, guests must leave the court at the end of the set: as members have priority.

15. COACHING

i) Appointment of Club Coach(es):

- (A) The club coach(es) will be appointed by the Tennis Club Management Committee.
- (B) A formal Provision of Service Agreement will be drawn up between the club coach(es) and the committee.
- (C) The coach(es) will not be employees of the Tennis Club or HCC, they will be self-employed.
- (D) The provision of service agreement will be based on that outlined at Annex A. The committee shall ensure that the following areas are addressed:
 - (i) Coaching Fees: The committee will agree with the coach the percentage of group coaching fees the club receives and will record this in the agreement. Whilst this is negotiable with the coach, depending on experience and qualifications, it shall nominally be that the club receives 10% of group coaching fees and the coach receives 90%. The committee may decide to charge a levy on private coaching at its discretion. This will be recorded in the agreement.
 - (ii) Incentive Payments: The committee will agree the percentage of the membership fee to be paid as a bonus when the coach introduces a new member to the club. Whilst negotiable, it will nominally be 10% and will be the same percentage for all coaches.
 - (iii) Trial Period: The committee will agree any trial period for the appointment, and possibly the duration of the agreement, and shall record this in the agreement.
 - (iv) Certification: The committee will ensure that the coach has a minimum of the DCA (Development Coach Accreditation) award in Tennis Coaching and is LTA licensed.
 - (v) Assistant Coaches: The committee shall approve the appointment of assistant coaches and shall verify that they have the necessary experience, qualifications and insurance.

**HANHAM COMMUNITY CENTRE TENNIS CLUB
CLUB RULES 2019**

- (vi) Child protection: The committee must ensure that a standard or enhanced disclosure police check is carried out through the HCC administrator and the findings recorded.
- ii) Group coaching is available to club members and potential members who join the coaching course(s).
- iii) Private coaching may only be conducted with the Club Coach(es) and must be booked in accordance with rule 9 (viii). A levy may be charged on private coaching at the discretion of the Committee (this shall be stated in the provision of service agreement).

16. COURT SECURITY

It is the responsibility of members to ensure that at the end of play the nets are slackened and the gates and clubhouse are locked.

These rules were approved by HFC Board of Trustees on _____

These rules were adopted by the HFC Tennis Club at an AGM held on _____