

# Code of Conduct & Guidelines for Tennis Club Members & Guests

## FOOTWEAR

Only tennis shoes or non-marking trainers are allowed on the courts.

## LEAGUE GAMES

Consult team captains and the league secretary for any additional rules.

## ACCESS CODE

Members are given a named membership card and an access code for the court padlock. If there is no one else on the court after use, please lock up and scramble the code, whether or not the Sports Centre is open. Please impress on junior members the importance of keeping the code to themselves.

## MEMBERSHIP CARDS

The Sports Centre has a list of current members. If the complex is open, show your membership card to the volunteers. The club advises you to keep your membership card in your racket cover. Membership cards are not transferable.

## GUESTS

Guests are welcome to play with members. They will need to sign the Sports Centre Visitor Book before play commences. If the Sports Centre is closed members will need to email the club, prior to playing, with the name of the visitor. This is to ensure that they are covered by our club insurance. After one free taster session, please collect £2 from adults and £1 from children. Place the money in a marked envelope in the club locker. If they don't want to join the club, members of the public can always pay the sports centre price - £6 for adults and £4 for juniors per hour.

## JUNIORS

Under Sports Centre rules, children under 12 must be supervised by an adult (18+). Juniors between 12-16 may play on the courts providing a parent or guardian agrees (by signature on this form) to go through the tennis club code of conduct, guidelines and sanctions policy with them and accept responsibility for them and their actions. The club insurance will only be valid if this procedure is followed.

## TENNIS BALLS FOR CLUB SESSIONS

For the Friday daytime session and to avoid a security problem for the college, access is directly on to the courts. For other club sessions, provided the Sports Centre is open, balls are available from the tennis club locker. Ask at reception for the key.

## FLOODLIGHTS

Members pay for the use of the floodlights (£1.50 for 30mins). Floodlight tokens can be purchased from the Community College reception in school hours or the Spar Shop in Chulmleigh. In an emergency ONLY they are available from the club locker. Ask a volunteer for the key. Sports Centre volunteers do not handle cash, so they are not available from the Sports Centre. Blue warning lights on the Primary School side of the courts flash five minutes before they run out. If the lights go off before a new token is added there's a 15-20 minute cool down period BEFORE the lights will work again. Planning permission for the lights is only until 10 pm.

## HOT & ICY WEATHER

If we get a heat wave and the courts seem sticky underfoot or they are icy, please immediately vacate the courts.

## CLUB RULES

The Club is a member of Chulmleigh Recreational Association, which has adopted an Equity & Diversity Policy, a Code of Conduct for Coaches, Staff and Volunteers and a Child Protection Policy. These can be downloaded as attachments from the club web site.

- treat all members and personnel with respect (see Equity & Diversity Policy)
- promote the positive aspects of tennis e.g. fair play
- encourage all participants to learn the laws and rules and play within them, respecting decisions of match officials

- actively discourage unfair play, rule violations and arguing with match officials, coaches and responsible adults
- recognize good performance, not just match results
- place the well-being and safety of young people above the development of performance
- respect young people's opinions when making decisions about their participation in tennis
- no chewing gum on or around the courts
- food should not be consumed in the court area
- take away your rubbish
- if a game is in progress, wait for a pause in play to cross behind a court
- respect other players when returning loose balls
- leave the winder and measuring stick in position by the net
- maintain a high standard of language use - even when play is competitive
- report any suspicions of child abuse to the CP officer (Maggie Samuel)
- if there are more members than courts available, then people playing should ensure that everyone present has an equal opportunity to play tennis. This may mean that games in play may have to be shortened to allow fair use of the courts by members waiting.
- players should make every effort to find 'lost' tennis balls.
- all club officers, coaches and appointed volunteers will hold relevant qualifications and be covered by appropriate insurance
- breaches of the Code of Conduct and guidelines may be subject to the Sanctions Policy

## • **Sanctions Policy**

The following sanctions will be applied by the adult in charge to a member of the club, who breaches the Club Code of Conduct:

A reminder that their action or language is inappropriate

A verbal warning

A 'time out' period

Asked to leave the court area

If it is a junior member then the parent/guardian will be contacted and student removed from the vicinity

The following further sanctions need approval from the committee:

Forfeiture of the right to continue the activity

Banned from a particular club activity

Banned from club membership

The sanctions are progressive, however it may be appropriate on the first occasion to apply a sanction at any level, depending on the seriousness of the breach.

Members who are banned from the club may appeal to the committee, who may revise or uphold the sanction.