

WE WANT ALL MEMBERS AND GUESTS TO HAVE A GOOD TIME AT OUR CLUB. THESE RULES ARE TO HELP THINGS RUN SMOOTHLY.

Members are also asked to note the club policies which can be seen on our website, in particular those relating to safeguarding, inclusion and diversity. Your club Welfare Officer is Maggie Tyrrell 07771 903588

### BOOKING COURTS

1. Courts can be booked via our website or through the **Booker app** (available for Apple or Android) by members who are registered on the system.
2. Bookings can be made for a maximum of 1 hour in any day by an individual member. Your playing partner can book the additional hour if a member. If a longer booking is required please contact a committee member.
3. Not more than one set or eleven games to be played if other members are waiting to play, unless the court was previously booked.
4. Members should always book to take part in Club Nights/Sessions via the coaching page of the website. Doubles take precedence over singles at these.
5. Adult and Junior members shall have equal access to the courts. Minis (under 10s) shall have equal playing rights up to 7.00pm, after which adult/junior members shall take precedence.

### GUESTS AND NON-MEMBERS

6. Members are welcome to bring guests, but must sign the guest book and pay the guest fee immediately. This is £3 for adult guests, and £2 for junior guests. A Mini member (under 10) may bring one adult practice partner onto the court for no charge.
7. Please do not share the gate code with other people unless you are absolutely sure they are members. If necessary, let them in (eg for a general coaching session), but without revealing the code.

### CLUBROOM

8. Members are responsible for ensuring the clubroom is clean and tidy at all times with litter placed in bins, washing up done etc. and the room secure, if no other member is present when they leave.
9. Members are welcome to help themselves to tea and coffee. If any supplies are running low, please let a committee member know.

### BALLS, NETS, LIGHTS

10. Balls are provided for members at Club Sessions. Some are also available in the drawer next to the front door. Please return.
11. The winder for the nets is also in the drawer but it is essential that you read the instructions for adjusting nets which you will find on the fence by the courts.
12. Court lights are on a timer, as are the lights in the clubhouse, so there is no need to switch them off. Depress court light switches before the hour is up to keep them on; it takes a few minutes to get them going again if they go off.

### LEAGUE MATCHES

13. Only members of the Club should represent the Club in a match.
14. Players wishing to take part in match practice must contact a team captain or coach before start of play.
15. Other players can only use spare courts during team or tournament matches with the permission of the tournament referee or club captain.
16. Our club colour is royal blue, (with a secondary colour of cerise.) Club kit is available to purchase. It is not compulsory for league matches, but it is encouraged.

### GENERAL ETIQUETTE

17. Members and their guests should wear sports footwear with non-marking soles, which do not damage the courts and clothing appropriate to playing sport.
18. All members should show consideration and courtesy to all, and not disturb others' play in any way, including such actions as walking behind the court while a point is being played.
19. Members must ensure the courts are secure and remove litter, tennis balls and other equipment they have used from the courts at the end of each session of play.

# Terms and Conditions of Membership

1. The Tennis Club is a registered charity Almondsbury Tennis Club, also known as Almondsbury & Bradley Stoke Tennis Club
2. The Tennis Club is a tenant of the charity Almondsbury Parish Hall and Recreation Ground, also known as Almondsbury Sports and Community Centre.
3. Membership packages, except in the case of the Trial Membership, or where explicitly stated otherwise, are for a minimum term of 12 months. Monthly payments are made on the basis of the minimum 12 month term and a 20% administration fee is added to the base cost of membership.
4. Membership fees should be paid on or before the due date and certainly no later than one month after that date in order to receive all the benefits of continuous membership, including any discounts that may apply.
5. Trial membership packages can only be taken once by any person. Any person wishing to continue playing after a trial membership has expired should take an appropriate annual membership package.
6. Members should ensure they renew their membership package to reflect any change in their circumstances e.g. a change of age group from Mini to Junior or Adult to Senior.
7. Members should keep their online Clubspark profile up to date or if they do not use the online facility inform the Membership Secretary of any change in their personal details that the club holds.
8. Guests of members are welcome to use the Tennis Club facilities but must pay the appropriate fees and adhere to the Rules of the Club when using the courts and other club facilities.
9. Members selected to represent the Club at League Matches or tournaments or who use the club name when entering an event should adhere to the rules of the competition and principles of Fair Play as laid down by the LTA in its Code of Conduct.
10. The Committee will make best efforts to keep members informed of any activities organised at the Club that they may wish to take part in, or which may affect their ability to use the courts or clubroom via email, the court booking system and notices displayed at the Club. Text messages may be used occasionally in special circumstances. (*See para 7*)
11. The Club will make every effort to ensure its members are aware of any regulations regarding the distribution of Wimbledon tickets to club members by the LTA but also advises members to look for information on the LTA website.
12. The club is committed to safeguarding children and vulnerable adults and members should familiarise themselves with the club policies on this subject. Any safeguarding concerns should be reported to the Club Welfare Officer immediately. Contact details are on the website and displayed at the club.
13. Members should respect all other members in accordance with the Equalities Policy of the Club and adhere to the Rules of the Club at all times.
14. Members should familiarise themselves with all club Policies as displayed on the club website.
15. The Club is affiliated to the Lawn Tennis Association and Avon Tennis, complies with their codes and rules and uses their services for club management, competitive opportunities and general information useful in the running of the club.
16. The Club complies with data protection regulations and will not distribute any information about any member without their consent whether it is held electronically or in other form.
17. Any member who is found to be acting outside the Club rules to the detriment of other members and/or any member bringing the Club into disrepute whilst representing it or using its name may have their membership terminated in accordance with the Club Constitution (copies available online)
18. The Committee will hear any complaint a member may have with regard to the running of the Club or the actions of any other member(s) at any time. Such complaint will be considered at the next committee meeting following receipt of a complaint and the member informed of any decision in relation to that complaint within a week of that meeting. A member may bring a complaint to the committee in writing or in person. (*See complaints policy online*)
19. All adult members (over 18) may submit items for the agenda and vote at any Annual General Meeting or Special General Meeting in accordance with the Club Constitution (available online)