

CLUB RULES AND MEMBER CODES OF CONDUCT

Here are the rules of the club, and the codes of conduct which all members must follow. The codes are based on guidance provided by the Lawn Tennis Association and Tennis Scotland. They aim to be proportionate and reasonable.

They must be followed and adhered to at all times. Breaches of the rules or the codes of conduct should be reported to the Club committee where it will then consider what action will be required should there indeed be a breach. The committee has the power to suspend or terminate membership for the most serious breaches.

Rules of the Club

Here are the rules of the club, the codes of conduct which all members must follow and what might happen if there are breaches. You can also find these at <https://clubspark.lta.org.uk/HamiltonLTC/Keyinfo>. The codes are based on guidance provided by the Lawn Tennis Association and Tennis Scotland. The club is about fun and having a great experience!!!!...but as you might imagine we need to have rules etc to help things run smoothly. They aim to be proportionate and reasonable.

They must be followed and adhered to at all times. Breaches of the rules or the codes of conduct should be reported to the Club committee where it will then consider what action will be required should there indeed be a breach. The committee has the power to suspend or terminate membership for the most serious breaches – see the bottom of this pack for what might happen if there is a breach.

1. All members must respect the rights, dignity and worth of all players regardless of socio-economic status, age, gender, disability status, ability, race, cultural background, religious beliefs or sexual orientation.
2. The courts are for members only, and all members are asked to be vigilant against non-members using the courts. Please approach people if you are uncertain whether they are members. If you ask non-members to play on the courts you may face sanctions. See the visitor guidance below for exceptions to this.
3. Day members are not allowed to play at weekends or beyond 4pm during the week. Non-playing members are also not allowed to use the car park.
4. The car park can only be used by members when they are there to use club facilities. Park elsewhere when the car park is full. Do not park on the pavement immediately outside the club's grounds.
5. You must book a court to play. No turn up and play unless it's a club run social event or coaching where the courts will already be booked anyway. Court bookings are 90 mins max. You can stay on longer though if a court is empty / not booked when your booking ends.
6. With only the occasional exception, no home fixtures are arranged for a Saturday between 2pm and 5pm as three courts are reserved for "Social Saturday Tennis".

7. Senior, student and day members of the Club are allowed to sign in visitors with each visitor allowed only 3 visits irrespective of who signs them in. The first visit is free and each of the next two incurs a charge of £5. Before guests begin to play they should be signed in to the guest register by the host member (in the visitor book). The host is responsible for the payment of the guest fee within 7 days. The host member must remain at the Club whilst the guest is playing. One month members cannot sign in visitors.
8. Players should not cross the court (including the area behind each court) under any circumstances while members are playing a point or rallying. Players should not cross in between the 1st and 2nd serve. The members on court will indicate when the players can cross, and members should wait for this indication – players will indicate to you when the rally or point has broken down. **Players must cross at the net and never at the back including for access to the mini court.** Members are expected to show good manners at all times.
9. **Users of the mini court should ensure that there is minimal interruption to play on court 4 particularly when a match is on. Players on court 4 should also be courteous towards mini court users when they access and leave the mini court.**
10. All members have a responsibility to look after the Club and its property. All rubbish should be disposed of, and no litter should be left on the courts. All chairs should be returned to the Clubhouse. The last person to leave the clubhouse must ensure that all lights are off and all clubhouse doors are locked and secure. If you are found to leave the clubhouse unsecure then your membership will be terminated.

Codes of Conduct

All members agree to:

- Prioritise the well-being of all children and adults at risk at all times
- Treat all children and adults at risk fairly and with respect
- Be a positive role model. Act with integrity, even when no one is looking
- Help to create a safe and inclusive environment both on and off court
- Not allow any rough or dangerous behaviour, bullying or the use of bad or inappropriate language
- Report all allegations of abuse or poor practice to the club Welfare Officer
- Not use any sanctions that humiliate or harm a child or adult at risk
- Value and celebrate diversity and make all reasonable efforts to meet individual needs
- Keep clear boundaries between professional and personal life, including on social media
- Have the relevant consent from parents/carers, children and adults before taking or using photos and videos
- Refrain from making physical contact with children or adults unless it is necessary as part of an emergency or congratulatory (e.g. handshake / high five)
- Refrain from smoking and consuming alcohol during club activities or coaching sessions
- Ensure roles and responsibilities are clearly outlined and everyone has the required information and training
- Avoid being alone with a child or adult at risk unless there are exceptional circumstances
- Refrain from transporting children or adults at risk, unless this is required as part of a club activity (e.g. away match) and there is another adult in the vehicle
- Not abuse, neglect, harm or discriminate against anyone; or act in a way that may be interpreted as such

- Not have a relationship with anyone under 18 for whom they are coaching or responsible for
- Not to have a relationship with anyone over 18 whilst continuing to coach or be responsible for them
- Not act in a way that intimidates others members or visitors to the Club
- Represent the Club in a positive manner

All children agree to:

- Be friendly, supportive and welcoming to other children and adults
- Play fairly and honestly
- Respect club staff, volunteers and Officials and accept their decisions
- Behave, respect and listen to your coach
- Take care of your equipment and club property
- Respect the rights, dignity and worth of all participants regardless of age, gender, ability, race, culture, religion or sexual identity
- Not use bad, inappropriate or racist language, including on social media
- Not bully, intimidate or harass anyone, including on social media
- Not smoke, drink alcohol or drugs of any kind on club premises or whilst representing the club at competitions or events
- Talk to the club Welfare Officer about any concerns or worries they have about themselves or others

All adults agree to:

- Positively reinforce your child and show an interest in their tennis
- Use appropriate language at all times
- Be realistic and supportive
- Never ridicule or admonish a child for making a mistake or losing a match
- Treat all children, adults, volunteers, coaches, officials and members of staff with respect
- Behave responsibly at the venue; do not embarrass your child
- Accept the official's decisions and do not go on court or interfere with matches
- Encourage your child to play by the rules, and teach them that they can only do their best
- Deliver and collect your child punctually from the venue
- Ensure your child has appropriate clothing for the weather conditions
- Ensure that your child understands their code of conduct
- Adhere to your venue's safeguarding policy, diversity and inclusion policy, rules and regulations
- Provide emergency contact details and any relevant information about your child including medical history