



## Lowestoft Town Tennis & Pickleball Club

### Information, Guidelines and Playing Rules

The following provides useful information for new and current Club Members on the policies, protocols and procedures for the successful running of the Club and enjoyment of playing tennis & pickleball.

#### 1. **Policies and Procedures**

The Club Constitution/Rules and all Policies and Procedures, such as Safeguarding, Equality and Diversity and Data Protection, are all available to view on the Club website [www.clubspark.lta.org.uk/lowestofttowntennisclub](http://www.clubspark.lta.org.uk/lowestofttowntennisclub), and the Safeguarding noticeboard in the club room and must be observed by all using the courts and club facilities. The Safeguarding Officer can be contacted either by emailing [ttcwelfareofficer@gmail.com](mailto:ttcwelfareofficer@gmail.com) or mobile 07721 192874

#### 2. **Safeguarding**

The Club is committed to prioritising the well-being of children and adults at risk. All activities arranged by the Club are run in accordance with LTA guidance to deliver a positive experience for all. Safeguarding is everyone's responsibility so please familiarise yourself with the Club's Safeguarding Policy (concern reporting procedure p2) and associated codes of conduct. If you have a concern, please contact the Club's Welfare Officer to discuss. If not available, and the matter is urgent, use the contact numbers in the Policy document.

#### 3. **Communication**

All match information and results are posted on the website, along with tournament dates and events. The Club also runs a Facebook page @lowestofttowntennis and a Twitter feed @LowestoftTennis. Communication with and between Members is primarily via the Club Notice Board, Email and dedicated WhatsApp groups for tennis and pickleball. At the start of each season, following the AGM, the website is updated, to inform all Members of decisions made at the AGM, including annual membership fees, match fees, tournament fees and the playing programme for the year, including coaching opportunities.

#### 4. **Annual Membership Fees**

Due on 1 April each year and payable by 30 April at the latest to be able to play for the Club in League matches. Please assist the Club Treasurer by paying promptly. (If joining the Club later in the year, pro-rata subscriptions are available for the first year).

#### 5. **Introduction of Non-members**

Members may introduce any non-member (visitor) to play tennis or pickleball if they notify a Committee Member of their intention to do so. (Committee members are listed on club notice board). This is to avoid overcrowding of courts at peak times of the season. After the third club social session visit a membership fee will be payable if the visitor wishes to continue coming to club organised social sessions. All information required will be in the members pack that is available to all paid up members.

## 6. **Tennis Equipment**

The club have a small number of tennis rackets available for members to use if they don't have their own equipment. Any borrowed equipment must be returned to the clubroom when finished.

Any breakages of equipment must be reported to a committee member.

## 7. **Access to Grounds, Courts, and Clubroom**

On joining the Club, Members receive the padlock combination number for club house door and the combination for the entrance gates to the courts for club booked social sessions. The last Member to leave the courts is responsible for making sure that the gate to the courts is locked shut and the clubroom (and the internal door leading to the lady's toilets) are securely locked. Junior players using the courts/clubroom outside of organised club sessions/events/coaching must be accompanied by an adult (who can take responsibility for unlocking/locking the clubroom when required). Members should always keep the Clubroom neat and tidy. Outside of organised club sessions, members will need to book their own courts via Lowestoft Town Council – please see [here](#)

**PLEASE NOTE** There is no longer a requirement for club members to close and lock the main gates to the Denes Oval complex as Lowestoft Town Council now leave these open 24/7 for public access to the complex.

## 8. **Use of the Courts**

The 6 tennis courts and 8 pickleball courts at Denes Oval are available for Club Members to use every day of the week, at any time, but need to be booked through the Lowestoft Town Council website or via the Booker App – please see [here](#). As a member you can use the 'used' tennis balls stored in the Clubroom. Details of organised social club sessions for tennis can be found [here](#) and for pickleball [here](#). Tennis League matches commence in May and continue through to the end of July and are played on Mondays and Wednesday evenings, usually only on to courts, leaving other courts available.

## 7. **Playing Rules**

- a) Members and visitors must always act in an appropriate manner.
- b) Correct footwear must be worn on court at all times.
- c) All members of The Club are entitled to attend all social club sessions and practice sessions.
- d) Junior members may play at social club sessions and practice sessions if they have reached a competent standard of play
- e) The first person to arrive should take the net measurers, net winders, and Club tennis balls / club pickleball paddles and balls on to the court.
- f) Any borrowed club equipment and used tennis balls, net winders etc should be returned to the clubroom.

## 8. **Tennis League Matches and Tournaments**

- a) League and Club tournaments will involve only those players who have previously entered their names, on the WhatsApp group / Notice Board, as wishing to play.
- b) To support team captains, players who enter their names for League and Club matches must remain committed to play when called upon to do so.
- c) Team captains are responsible for recording results of matches and sending them to the League Match Record Secretary within 2 days of the match. If the match was postponed, they must also inform the League Match Record Secretary within 2 days. Other League rules apply and are kept on the Notice Board.

- d) If a team captain, to complete a fixture, has to call on another player from the team immediately below, that team must release that player and if necessary the lower team captain will call on another player from the next team below who must also be released.
- e) Tennis Team Captains are also responsible for recording the results on the Russell Brabben Memorial Trophy Chart kept on the Notice Board.
- f) Players using their vehicles to get other members to matches may ask for voluntary contributions towards fuel costs. These are in addition to match fees.

9. **Pickleball**

A new sport for our club, available on the 8 marked courts only and the club have balls and Paddles for members to use if they don't have their own equipment. Any borrowed equipment must be returned to the clubroom when finished.

Any breakages of equipment must be reported to a committee member.