



The Lawn Tennis Association (LTA) Code of Conduct and Disciplinary Code

The LTA has issued an updated Code of Conduct & Disciplinary Code effective from 1st April 2022. This applies to all participants in the game of tennis, including parents, coaches, officials and volunteers. Those that do not comply with the code of conduct will be reported to the LTA team of officers for potential "Misconduct" or "Prohibited Conduct" or breaching of the relevant contracts or regulations i.e. Coach Accreditation or venue registration. Any such breach may result in the LTA bringing disciplinary proceedings or taking other action against you.

The LTA Disciplinary Code includes, Disciplinary Regulations, Safeguarding Regulations, Anti-doping Regulations and LTA Anti-Corruption Regulations.

All details of the Codes of Conduct and Disciplinary Regulations can be found on the LTA website. (The full Social media policy can be found on the club website)

The LTA Code of Conduct and Disciplinary Code take precedence over all of the Swanage Tennis Clubs policies and procedures.

Standards of Behaviour & Guidelines for All Users & Visitors of the Tennis Courts

Swanage Tennis Club and Swanage Town Council have adopted the requested standards of conduct to be followed by all users of the pavilion and tennis courts. It is good practice and sets out the behaviour expected by all members and visitors to the tennis courts.

The policy is to establish the standards and values of all court users and to project an image which will bring credit to Swanage Tennis Club and the town.

The aim of this policy is to:

1. Ensure that everyone is treated fairly and with respect.
2. Inform all players about the standards of behaviour and etiquette expected so that the right playing environment is created.
3. Outline the complaints procedure so that, where there is a shortfall in behaviour, this can be addressed.

The LTA, Swanage Tennis Club and Swanage Town Council are responsible for setting standards and values to apply throughout the club and members of the public at every level. Tennis should be enjoyed by everyone who wants to play the game. This policy is fully supported by Swanage Tennis Club Committee and Swanage Town Council.

Tennis etiquette covers those actions and behaviours which are traditionally considered acceptable on and around the tennis court.

All members must treat other members, visitors, coaches, officials and Council staff with respect.

There must be no inappropriate actions, behaviour, comments or physical contact, which may cause offence - e.g. mental or physical anxiety or hurt to an individual.

Inappropriate actions include:

- Racquet throwing;
- Swearing;
- Being abusive or aggressive;
- Intimidating behaviour;
- Questioning another person's integrity over line calls or other actions;
- Causing danger or harm to other players through your play.

Respect and courtesy

- Opponents, partners, Council staff, visitors, members of the public and others on or near the courts should always be shown respect and consideration.
- Criticism of partners' or opponents' play should be avoided. Encouragement is far more constructive.
- Participants must not walk behind players whilst a game or a rally is in progress.

Rubbish Collection

- Empty cans, old tennis balls or other items of rubbish should be removed from the court when play has finished.
- Rubbish should be disposed of in the bins outside or inside the Clubhouse.

Walking onto or behind courts

- If you need to walk across another court to get to your court, wait till there is a break in play and your presence has been acknowledged, then promptly walk along the back of the court to get to your court.

Line calls

- Only call the lines on your side of the net.
- Call clearly, immediately and firmly what you see and what you honestly believe to be correct.
- Do not play a let if you are unsure of a line call. If you are not sure then call the ball IN. When a player genuinely doubts an opponent's call, the player may ask: "Are you sure of your call?" If the opponent reaffirms that the ball was out, the call shall be accepted. If the opponent acknowledges uncertainty, the opponent loses the point. There shall be no further delay or discussion. Ultimately those players on the side of any disputed call have the final say.

- However, if in social friendly matches there is some doubt over a line call, it is polite to offer to play the point again rather than cause undue aggravation and time wasting.

Stray Balls

- When a ball is hit over from a neighbouring court please wait until the rally or a convenient time has passed before sending the ball back. It's always good practice to shout 'let' immediately and replay the point.
- If a stray ball comes onto a court, before returning it, players must wait until the owners are ready and then hit it to the server's end.
- If you hit a ball over to the neighbouring court wait for a convenient time to request it back so as not to disturb their play in any way.

Keeping Score

- It is the server's responsibility to keep score. If your opponent disagrees, then track back the points until you both agree.
- Ensure the balls are always at the server's end of the court – if you are receiving it's your job to ensure the balls are returned to the server.
- If a player touches the net while the game is in play, the player loses the point.

Mobile phones

- Unless absolutely vital, all mobile phones and other communication devices should be switched off or set to silent mode as these can disrupt play.

Social Media and Networking

- This is a part of everyday life for many of us. It is also a main communication tool for club members and for marketing club activities and events. The club has Facebook, Twitter and Instagram accounts managed by our Club coach. There are three Whatsapp groups – Swanage tennis coaching, Club play and a members group. All these groups can provide exciting opportunities but they can also provide some negative consequences, if not used positively and appropriately.
- What is posted on these very public sites needs to be appropriate for all members of all ages of the club. Avoid posting personal views and anything that could be misinterpreted. A private message to contact an individual is the best option.

Coaching on court

- When there is private or group coaching sessions ongoing always wait until a session has finished if you need to speak to the coach. Do not interrupt their coaching unless the coach speaks to you first.

Complaints

Any member wishing to make a complaint about the conduct of another member, visitor, coach or contractor will in the first instance speak to the individual themselves. If the situation has not resolved then please write to the Club Secretary, Welfare and Inclusion Officer or Club Coach.

A minimum of two members of the committee will investigate the complaint and report back to the full committee who will review the complaint at the next meeting.

Sanctions, Termination, Suspension or Exclusion

The Committee may terminate or suspend the membership of any member, or exclude any member or visitor, or impose sanctions on any member whom it considers guilty of a breach of the Code of Conduct or of misconduct.

A person whose membership the Committee is considering terminating or suspending or members to whom sanctions may be applied, shall be informed in writing by the Secretary.

The members being examined under the disciplinary procedure shall be given the opportunity to appear before the Committee to answer the complaint made against them but shall then withdraw during the consideration and determination of the complaint.

The Committee may exclude any member from the club premises until the hearing of the complaint. Any ruling for expulsion of a member must be supported by the majority of the Committee.

The Committee shall notify the person in writing of its decision and in all cases, and the decision will be recorded in the minutes.

Any person having their membership terminated forfeits all rights to, and claims upon Swanage Tennis Club, its property and its funds and will not be entitled to any refund of subscription unless the committee deem it appropriate.

The member subject to the disciplinary procedures shall have 14 days in which to inform the Committee of their intention to appeal the Committee's decision. They have the right for the matter to be investigated by three committee members who were not any of the original investigators and to bring a member for support with them, to the appeal at the next full committee meeting.

The final decision by Committee will be binding.

Reviewed **December 2022**