



## **CLUB RULES**

**All members must agree to follow the Club Rules and Code of Conduct**

**The following rules do not substitute any of the Constitution but add to it for clarity.**

### **CLOTHING**

- Tennis trainers must be worn on court **not** hard-soled heavily ridged trainers.
- Omni soled or clay court shoes are recommended for synthetic grass courts.
- Sensible tennis attire to be worn on court. For example, no jeans or swimming clothing. Coloured tennis attire is acceptable.
- Children should wear sports clothing and not school uniform for coaching sessions.

### **COACHING**

- Adults taking part in the coaching programme must become a member of the club after a trial period of 6 weeks.
- Children do not need to be members of the club to join the coaching programme but to represent the club in matches or take part in club matches they must become a member.

### **NON MEMBERS (Member Guests or Visitors)**

- Non-members, whether guests of a member or a visitor, may play only 3 times in any one membership year and pay a court fee, currently £3 per adult non-member and £1 per junior non-member. Exceptions: visiting team members, adult non-members in the coaching programme (Non-member adults participating in the coaching sessions must become members after one course, usually 6 weeks, if they wish to continue)
- Payment for member guests must be made before playing. Please deliver payment in the completed envelope provided in the display cabinet within the courts to the post box outside the entrance to The New Beaconsfield Hall. Guest's names must be signed into the Visitor's Book before commencing play. Payment can be made by bank transfer to the Club's Barclays Bank Account : Wychwoods Tennis Club  
Sort Code: 20.03.84 Acc.No: 33751902 Ref: Guest's name
- It is the responsibility of members to make sure that their guests follow club rules
- Non-members who are **not** invited by a member to play on the courts may hire the courts by the hour at a cost per person, currently £10 per court booking. They must contact a member of the committee to arrange a booking. Bookings can only be made 24 hours prior if there is court availability but not after 6pm. Payment must be paid prior to play.

### **CONDUCT**

- Treat nets and surrounds with care
- Do **NOT** walk behind other players while games are in progress except in gaps of play (**SAFETY**)
- Do not pass on the code for the lock on the courts to non-members
- Do not lean bicycles against the surrounds

- Do not bring chewing gum on to the courts
- Ensure the gates are locked as you leave the courts
- Entry to the courts is through the gate. Do not climb over the fencing
- Only Tennis and related coaching exercises are permitted on the courts
- Only tennis related notices may be put into the display cabinets but the Committee reserve the right to dispose of them if necessary
- All players should respect others on the courts

## **JUNIORS**

- Under 12s must be supervised by an adult on the courts
- Should close the gates of the courts before starting to play
- Juniors are not required to be a member of the club to take part in the coaching programme but to represent the club in a team or individual competition the junior must be a member of the club
- All juniors in the coaching programme must follow the Code of Conduct

## **WELFARE - CHILDREN & VULNERABLE ADULTS**

It is the responsibility of all club members to advise the Welfare Officer, Lara Peniket [wtcwelfare20@gmail.com](mailto:wtcwelfare20@gmail.com), of any concerns they have regarding the welfare or abuse of any junior or vulnerable adult member.

Members and coaches must follow the Club's Code of Conduct which is available on the club website.

## **REFUNDS**

- Subscription refunds will not be given under any circumstances
- Membership is non-transferable

## **ADULT ACCESS MEMBERSHIP**

This membership category only allows these Adults to play with their own Junior Member child/ren up to 10 times in the year during the year. Adult Access membership does not allow these adults to join in Full Membership Adult Events or to play with another Adult.

## **BOOKING RULES**

1. Courts 1, 2 and 3 are bookable through the ClubSpark System which is reached via the club website
2. Bookings may only be made up to **SIX** days in advance (NB subject to change)
3. Bookings are for up to 90 minutes although tournament matches may be for two hours
- 4. You may book ahead only once unless for club tournament matches**
5. Members playing together may book only one court session
6. Club sessions, Club coaching, tournaments and matches have priority
7. The committee reserves the right to authorize the hire of one or more courts on an ad hoc basis at an appropriate fee, but not later than 6pm

## **COACHING SESSIONS**

- During coaching sessions, **TWO** courts are usually used but where the third court is not being used by other players (see ClubSpark bookings) then the coach may spread the players onto all three courts.
- The only coaches allowed to coach on the club's courts, either in group or 1-1 sessions, are those that are part of our coaching team led by our head coach and agreed by the

committee. No other coaching arrangements can be made on our courts without the approval of the committee and the Head Coach.

**NB. The committee reserves the right to invoke clause 5.3 of the constitution if any member or visitor is in contravention of any of these on-court rules.**

**EMERGENCY INFORMATION IS ON THE NOTICE BOARD AND THERE IS A FIRST AID KIT IN THE NOTICE BOARD CABINET.**

## **CONSTITUTION**

The Club's Constitution governs how the club will operate and was passed at the AGM of February 2012. It contains a number of "rules" which are not replicated here but include:

Section:

1. Name – The Club's official name and address
2. Definitions – definitions of various positions and terms. E.g. "The Chairman" and "The LTA"
3. Objectives – the objectives of the club
4. Application of Surplus Funds – As a non-profit making organisation, the use of surplus funds
5. Membership – eligibility, admission, conditions, classes and subscriptions
6. Resignation – the process
7. Expulsion – basis and process of expelling a member.
8. Effects of Resignation or Expulsion
9. The Management Committee – it's membership and structure
10. Proceedings of the Management Committee - How the Committee will operate
11. Annual General Meeting – The rules of an AGM
12. Extraordinary General Meeting – How one can be called
13. Procedures at the AGM or EGM – procedures
14. Guests – rules concerning Guests
15. Opening of Club Premises – when the club is open
16. Alteration of the rules – process
17. Regulation and Standing Orders – process
18. Use of Facilities – rules
19. Finance – conducting financial control
20. Borrowing – Clubs ability to borrow
21. Property – rules
22. Notices – Official communication with membership
23. Dissolution – How the club can be dissolved.