

SUNDRIDGE PARK

TENNIS • PADEL • SQUASH

Tennis Rules & Regulations (Bylaws)

This is a great time to be a member of the Club; lots of new members have joined over the last year, our teams have won many trophies and the Club has won County and Regional Club of Year including runner-up for National Club of the Year. Our club sessions are a great way to meet other members as well as enjoy social and competitive tennis.

This Tennis membership brochure will provide all members with the information you need to make the most of your membership, including details of club sessions, team play, internal box leagues and details of the many coaching options available.

We have a hard working tennis committee whose sole aim is to ensure everybody gains the maximum benefit from their membership. If anything in the brochure is unclear or if there is anything that I or other members of the Tennis Committee can do for you, please contact us.

Mark Braden
Tennis Chairman

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1. Club Sessions

There are five club sessions held each week.
Club sessions are open to all members.

Summer

Tuesday	7:00 – 9:00pm	Member led
Tuesday	1:30 – 3:30pm	Member led
Thursday	1:30 – 3:30pm	Member led
Saturday	2:00 – 4:00pm	Member Led
Sunday	10:00 – 12:00pm	Member Led
Sunday	2:00 – 4:00pm	Member Led

Winter

Tuesday	7:00 – 9:00pm	Member led
Tuesday	1:30 – 3:30pm	Member led
Thursday	1:30 – 3:30pm	Member led
Saturday	2:00 – 4:00pm	Member Led
Sunday	10:00 – 12:00pm	Member Led
Sunday	2:00 – 4:00pm	Member Led

2. Court usage

- a) Grass courts will be available during May from 12pm and June 11am.
- b) We aim to get the grass courts playable from the first weekend in May. They are taken out of use by the last week of September.
- c) If you use clay courts, you are required to brush them at the end of use so that you redistribute the clay.

3. Rules for the booking of courts:

- c) Booking courts
All courts can be booked 14 days in advance. The booking of courts cannot be done before 6am two weeks ahead.

Booking of courts can be done 'online' on any computer, on the club app or on the clubhouse booking computer.

- a) Confirming courts and no shows.

You need to confirm that you have shown up for any court you have booked. You do this by logging on to the booking computer in the clubhouse. You have half an hour before the booking or half an hour after the booking to log on.

If you do not 'log on' then it is assumed that you have not shown up leaving the court unoccupied. This means we will charge you £5 for a 'no show'. This will be invoiced and collected by direct debit.

To log on you can use your fob or card. Go to the booking screen and press 'log on'. This will then log you on and you then proceed with the question on the screen.

If you do not have your card or fob with you, then you can enter your surname and then your password.

- b) Cancellations:

If you are not going to use a court that you have booked, please cancel the court. This allows other members to use the court and cancels the operation of the floodlights if during floodlight hours.

Off Peak: You may cancel a court at any time up to the time of the booking. You will then not get a no-show charge. There will be **NO** charge for cancelling the court.

Peak times: If you cancel a peak court within 48 hours of the booking then you will be charged a cancellation fee of £5.

But you will **NOT** be charged if someone subsequently rebooks the court. The earlier you cancel the more chance there is of someone re-booking.

Peak times that may cause a charge are **6pm to 9.00pm** weekdays and **9am to 2pm** Saturdays.

d) Bad weather and/or rained off courts

Courts need to be cancelled so that you do not get charged any fee. This can be done online. If the courts are cancelled during the peak periods then please also email admin@thesundridgeparkclub.co.uk (with court number, date and time) so that we can cancel any cancellation fees. It also, during the winter, prevents the lights going on. If you do not email us, then we will not know, and you will be invoiced a cancellation fee.

e) Waiting list

There is a waiting list which means if all courts are booked on the day and times you want to play you may put your name down on the list. This can be done online or on the app.

You put your name down on the booking page for the day you want and the times you would be prepared to play. There are then two options; you definitely will take the court or, please let me know and I will respond. The court will be held for you for one hour, after which it will be released.

The person who puts their name down first will be contacted first and then if the court is declined or the time expired it will be offered in a similar way, to the number two on the waiting list.

f) Number of bookings you can have per day

During off peak times there are NO restrictions.

During peak times - **6pm to 9pm** weekdays and **9am to 2pm** Saturdays – Tennis members may book a maximum of 1.5h.

4. Floodlit Courts – Planning and Lighting Control

The Club has 7 floodlit clay courts and 1 floodlit tarmac court. These are governed by planning rules:

Clay courts:	9 – 12	1 Sept - 30 April	until 10.00pm weekdays
			Until 7.30pm weekends
Tarmac Courts	13 & 14	15 Sep – 15 April	Until 8.30pm all week
Clay courts	17 – 19	All year	Until 10.00pm

The booking system indicates by a small yellow rectangle if the lights on the court come on during or before your booking.

If there is a yellow rectangle then the lights will start to come on 10 minutes before the court time so that they will be fully bright by the time you play. They will go off 5 minutes after your court booking has ended unless someone is straight after you.

The turning on and turning off of the lights, is controlled by the booking computer and members need to do nothing else except log in and cancel courts if there is bad weather.

Courts have warning lights to let you know there are 5 minutes before the lights go out.

Should the computer system fail, the Club has an override system to turn on each court. Duty managers and office staff have the appropriate key to do this.

In the case of an electrical fault or a power failure the override system will not work.

5. Guests

Members may bring each guest a maximum of six times a year. Members are responsible for the behaviour of their guests at all times and are responsible for the payment of the appropriate guest fees. Note that a guest cannot be anyone who has had their membership terminated.

The guest fees are payable through the booking system. When you log on to confirm the court that you are playing on, you will be asked if you are playing a guest. If yes, then you will be asked a couple more questions. You can also pay at the bar.

Guest fees:

Adults	£7.50 Clay	£15.00 Grass
Juniors	£5.00	

6. Charges and Payment Details

Daylight tennis courts – all courts are free

Floodlit tennis courts - £4 per half hour

No show charge - £5 (if you fail to confirm your court)

Cancellation fee, where applicable - £5

All court fees and charges are invoiced the following month and the money is collected by direct debit

7. The Club App

The Club has an app for use by members. You can download it from the app store – either Apple or Android. Just search for ‘Sundridge Park Club’ in the store.

You can book courts simply this way. You can also access the tennis leagues and waiting lists from the app along with, soon to be, adding additional times.

8. Viewing Your Account and Personal Details

To view your account and see the status of invoices and payments, you can either view online or by using the app.

Online: Logon > My Details > Account Details

App: My bookings and then press the box on the top left in the green bar

Amending details, changing passwords, email addresses, making your details viewable to other members so they can contact you

You can do all this online.

Log in as if booking a court > My Details

Select whichever option you want.

9. Tennis Committee

Mark Braden	Chairman
Sarah Braden	Secretary
Lisa King	Kent/North Kent Rep
Tina Harrison	Social Tournaments
Andy Hanks & Mark Braden	Tournament Organisers
Andy Hanks	New Members' Rep
Lee Sales & Paul Copley	Members' Reps
Serkan Tugrul	18-35 Members' Rep

10. Junior Play

Junior memberships are up to 18 years inclusive. The cost of membership depends on age and also if between 5 and 8 whether they are receiving coaching.

Junior memberships allow the junior to play both tennis and squash. They can book courts and there are no court fees except for floodlit tennis.

Children 8+ can book all courts, including the grass courts. Children under 8 are not permitted to use the grass courts but all other courts can be booked.

Juniors can play at any time. A Parent Player membership can be purchased for parents to play with their child at off-peak times on the hard courts.

In addition, please be aware that children under the age of 11yrs should always have a parent/guardian onsite when using the Club.

11. Teams

a) Number of teams:

The club runs over 20 adult teams in the summer and winter. The Club is the most successful club in Kent, winning more trophies than any other club.

The team Captains and their contact details can be found on our website – Tennis > Tennis Fixtures.

The fixture list is displayed on the club notice board and on our website – Tennis > Tennis Fixtures.

To play in a team please speak to Lisa King (tennisfixtures@spltsrc.co.uk) or Mark Braden (tennis@spltsrc.co.uk).

b) Team results:

Team captains should complete cards as required.

c) Team teas

The team captain is responsible for organising the food for the home matches.

All drinks need to be purchased from the bar. You may not bring in your own drinks.

The Club gives a subsidised rate for the tennis teams on all teas, coffees, and draught soft drinks.

d) Match fees

There are NO match fees and team captains do NOT have to collect money from their players

e) Match Balls

The Club will provide all home teams with the required number of cans of balls for their matches.

The team captain is responsible for returning these cans to the bar after use. All balls must be returned to the bar or club office (unless lost).

12. Club Tournament

The summer club tournament begins in May. Entry to tournaments is free. The Club handicap competition is held at the same time.

Juniors may enter an adult competition with approval from the Head Coach.

The entry form and rules are made available in the clubhouse, in Club News emails and from our website.

It is a condition of entry that participants are available on Finals Day, usually in early July.

It is the responsibility of the player(s) whose name(s) appear at the top of each section in the draw to ensure matches are played by the required date. Unless there are special circumstances, players at the top of each section in the draw are likely to be scratched if the match is not completed on time.

The summer tournament matches can be completed on any surface, to be agreed between all players. If no agreement is reached the players will toss a coin to decide.

13. Tennis Singles Leagues

The Club runs successful singles tennis leagues, and they are open to all members.

Each player is placed in a division of 6-7 players. A league cycle is two calendar months and games should be self-arranged at a mutually convenient times with those in the same division. The match format will be the best of three sets with the third set being a championship tie-break up to 10 (although if both players decide to play a full set this is ok). You will receive points for each match you participate in.

At the end of each league, points are tallied up and promotions and relegations take place between the divisions.

Results for the leagues can be viewed and entered on ClubSys. You can email your opponents from there too.

14. Coaching

The Club runs an extensive adult and junior coaching programme with over 200 participants each week.

To find out more or to book a place, contact:

Head Coach - Ania Chwiejczak
Tel: 07761 306738
Email: ania@spltsrc.co.uk

Coaching Admin - Gary Le Pla
Tel: 07910 770147
Email: gary.lepla@spltsrc.co.uk
Club office: 020 8464 9106

Adult Coaching

The club runs courses for complete beginners called Xpress tennis. These are six-week starter courses

There are also beginner, intermediate and advanced courses. We are happy for you to try out one of these groups free of charge and if you like it enrol on the programme.

There are several members who are unable to commit themselves to a regular group and we have introduced some drop-in coaching sessions. These sessions work using a 'WhatsApp' group where you indicate each week whether you will be attending. Minimum numbers are 3 and maximum numbers in a group are 8.

Full details are on the noticeboard, or you can contact the Club on the numbers below.

Individual lessons are available with our coaches - and they can be contacted directly or again through the Club.

Junior coaching

This starts with our mini tots at 3 years old and we then have:

Mini tennis Red	5 to 8 years old
Mini tennis Orange	8 to 9 Years old
Mini tennis Green	9 to 10 or 11 years old
Yellow ball:	11+

Courses are held every day of the week and children can try out a class free of charge before enrolling.

Children can also have individual lessons.

15. Tennis Clothing

All members must wear appropriate tennis clothing whilst on court.

Shirts must be worn at all times on all courts.

Please do not wear shoes with raised heels, deep ribbing, studs or spikes. No cross trainers are permitted on the grass courts.

Football/rugby kit, tank tops and other similar clothing is not permitted.

16. Tennis Etiquette

Please always wait for a suitable break in play before collecting a ball from an adjacent court

Please wait for a convenient break in play on adjoining courts before going onto a court

In no circumstances may members trespass into a neighbour's garden to retrieve a ball.

Do not take any glasses onto the courts. Use plastic bottles for drinks. A water fountain is available just outside the changing rooms.

17. Club Policies

The following Club policies are available on the club website:

- GDPR
- Sickness and Injury
- Safeguarding
- Diversity and Inclusion
- Whistleblowing
- Recording and publishing images
- Social media

