

REGULATIONS

ENFIELD CHASE (VILLAGE ROAD) TENNIS CLUB LTD

**Register No. 12993R
Co-operative and Community Benefit
Societies Act 2014**



ENFIELD CHASE LTC

18th March 2018

INTRODUCTION

These regulations are made for the operation and use of Club facilities under the powers granted to the Management Committee by the Co-operative and Community Benefit Societies Act 2014.

All members, playing and non-playing guests and coaching staff are thereby expected to observe these regulations and to behave at all times with respect and consideration towards each other and the Club facilities.

As a Registered Place to Play all members and others using the Club facilities are legally bound also to observe the Rules and Disciplinary Code of the Lawn Tennis Association.

Contents:

- Section 1: Playing Regulations and Guidance (Seniors)
- Section 2: Playing Regulations and Guidance (Juniors)
- Section 3: General Regulations for use of clubhouse and grounds.

These regulations will be reviewed periodically and revised as necessary. Members are welcome to comment on their operation and make suggestions for improvements. These should be sent to the Club Secretary, c/o the Clubhouse, or email to dhockley@live.co.uk

Dawn Hockley
Acting Hon Secretary
For MANAGEMENT COMMITTEE
March 2018

SECTION 1 - PLAYING REGULATIONS AND GUIDANCE (SENIOR)

PLAYING TIMES

The times when the three categories of Senior members may play are as follows:

FULL MEMBERS (including Young Adults, and those in full time education)

Monday	08.30 - 16.00	Free Play
	16.00 – 19:45	Coaching Only
	19:45 – 22:00	Adult coaching - 2 courts free play
Tuesday	08.30 - 10.00	Free Play
	10.00 - 12.00	Midweek Rota
	12.00 – 19.30	Free Play
	19.30 - 22.00	Fixed Games
Wednesday	08.30 - 10.00	Free Play
	10.00 - 12.00	Midweek Rota - 2 courts free play
	12.00 - 19.30	Free Play
	19.30 – 22.00	Fixed Games – 2 courts coaching
Thursday	08.30 – 10.00	Free Play
	10.00 – 12.00	Midweek Rota
	12.00 - 19.30	Free Play
	19.30 - 22.00	Social Tennis (Doubles - inc Beginners/Improvers)
Friday	08.30 - 22.00	Free Play
Saturday	08.30 - 14.00	Free Play
	14.00 - 17.30	Rota (Doubles)
	17.30 - 22.00	Free Play
Sunday	08.30 - 10.00	Free Play
	10.00 - 12.30	Rota (Doubles)
	12.30 - 22.00	Free Play

MIDWEEK MEMBERS 08.30 – 17.30 MONDAY - FRIDAY ONLY (inc Bank Holidays) Free Play except:

Tuesday	10.00 – 12.00	Rota
Wednesday	10.00 – 12.00	Rota
Thursday	10.00 – 12.00	Rota

Note: All courts are normally required for Tuesday/Thursday rota sessions, but full members may ask to use any unused courts. On Wednesdays full members may use up to 2 courts during rota.

Court availability may be reduced by a maximum of 4 courts during school holidays due to Junior coaching camps and rota times changed if necessary.

Midweek members may play at other times for a fee of £3 for all or part of a day, for no more than 5 times in any membership year.

BEGINNER/IMPROVER MEMBERS (including those in full time education)

Monday	20.00 – 22.00 Coaching (fee payable direct to coach)
Saturday	08.30 – 14.00
Sunday	12.30 – 22.00

All Free Play sessions as above (if courts not being used by Full Members) and Thursday evening Social Tennis.

COURT AVAILABILITY

The number of courts available during the above playing hours will vary. During the match season (April-August) home matches are played and occupy three courts on some Tuesday, Wednesday and Friday evenings. On Monday evenings all courts are reserved for coaching from 16.00-19.45hrs. From 19.45hrs, 4 courts are reserved for adult coaching and 2 courts are available for free play. The Coach is allowed one court at all times except during Rota and matches. Court 4 is available for juniors at the specified times except Midweek Rota times. (See Section 2 – Junior Playing Regulations).

TYPES OF PLAY

The three types of play – “rota”, “fixed games” and “free play” shall be conducted as below

1. ROTA

Doubles – Fours must not be made up nor play commence before the designated start time, when any players already on court must cease play and allow rota fours to be formed. For rota play, on arrival the members name is placed at the bottom of the rota list. When a court is available the top player may select a four from the next six.

Those members whose standard is not at the required level must not play at sessions, except Thursday evening Social tennis, until the Captain/Vice Captain approves their standard.

Any member wishing to cease play has his or her name removed from the list and placed at the end. Singles, except tournaments, must not be played at rota times.

Play ends at 6-6; tie breaks are not permitted if others are waiting. (in Midweek rota play ends at 6-5)

Players must always use the first available vacant court and remain on that court for the duration of their set.

When players come off court their names are entered at the bottom of the list-**winning pair first, ladies first.** Score boards must be used at all times.

Any dispute regarding rota play should be referred to the Captain or Vice Captain.

2. FIXED GAMES

Fixed (i.e. pre-arranged) games are played, either singles or doubles, at the designated session times. If a fixed game (singles or doubles) is waiting for a court, whoever finishes their set next (singles or doubles) must leave the court at the end of that set and be replaced by the group waiting, whether singles or doubles.

3. FREE PLAY

In "free play" sessions members may play in any format they wish, pre-arranged or otherwise, and if other members are waiting to play (doubles or singles), play must be on a 'one set and off' basis. Doubles will have no preference over singles in free play sessions.

CONDUCT – LTA CODE

All members and others using the club must abide by the rules and disciplinary code of the Lawn Tennis Association. In particular, players must not make obscene gestures, swear, kick or throw a racket, ball or other object in anger and must show proper respect towards other players and spectators.

COURT ETIQUETTE

1. Players must not cross a court when play is in action and should, if possible, wait until the end of that game.
2. Players must not retrieve a ball from an adjacent court while play is in progress.
3. Players should retrieve or try to retrieve any ball knocked over the fence.
4. Players should look to see how many balls are on court. If more than the regulation 3 they should return the excess to the adjacent court so that play can be continuous.
5. Players should report any maintenance they feel is required to a Committee Member.
6. No glass or crockery is allowed on court
7. No smoking is allowed on court.

USE OF COURTS

The Club may be used for members playing in outside tournaments but permission must always be obtained from the Club Captain/Committee. If court times are likely to be heavily booked, the Captain has the right to refuse permission for outside tournaments to be played.

FLOODLIGHT TENNIS

Free floodlighting is provided. **Play must stop at 22.00hrs** in all circumstances.

BALLS

Balls are supplied by the Club. Only three per court allowed at any time. Juniors must ONLY use the junior balls which are found in the storage box outside courts 5 & 6. All balls should be retrieved from the courts, where possible, and returned to the ball rack on court or the ball rack in the Clubhouse at the end of the playing session.

VISITORS

Members introducing visitors to the Club for play are held responsible for entering their names

in the Visitors book. The adult fee for visitors is £5 and £2.50 for Juniors, for all or part of the day and must be paid before play commences. This money should be put in the Visitors' Box (located at side of the bar) or, if possible, given to the Treasurer or a Committee Member. Visitors cannot play on more than five separate occasions during the year.

STANDARDS OF DRESS

When playing, suitable clothing and **tennis shoes** with non-marking soles must be worn. Players not conforming to the above may be asked to leave the court.

SECTION 2 – JUNIOR REGULATIONS/GUIDANCE

JUNIOR MEMBERS

Juniors are aged 4-17 years and are encouraged to attend the Junior Coaching session on a Monday evening paying the current coaching fee (Please speak to the coaches for current prices).

The junior section is organised by the Club Coach, responsible to the Club Captain and Club Committee. All queries are to be referred to the Coach.

Juniors who have reached the appropriate standard, may be recommended by the Coach to the Club Captain to play on Rota with other members as Upgraded Juniors.

Junior coaching will take place between 16.00-20.00hrs on Monday evening (excluding Bank Holidays) and at other times at the coach's discretion. They will be graded according to standard for supervised tennis, group and individual coaching.

Juniors may play also on Court 4 at the following times:

Monday (excluding Bank Holidays)	08.30 -16.00hrs
Tuesday	12.00 -18.00hrs
Wednesday	12.00 -18.00hrs
Thursday	12.00 -18.00hrs
Friday	08.30 -18.00hrs

Saturday (providing there is no match)	09.00-13.00hrs
Sunday (providing there is no match)	12.00-18.00hrs

Juniors may only use other courts if they are not required by adult members. There will be no supervision organised by the club during these times.

Juniors may only play with Club members and must use the Junior balls and arrange their own games.

Juniors are not allowed in the Clubhouse bar area without an adult member present but may pass through the Clubhouse to gain entry to the courts, kitchen and toilets only.

Juniors may have access to the courts at times when the Clubhouse is locked but only under the following conditions:

- They do so with their parents' permission and acceptance of all risks and liabilities;
- They keep in mind risks to health and safety and act appropriately;
- They play only with other junior members or others properly authorised (e.g. visiting opponent for a match)

Juniors aged 14 years or more may apply for a Card Entry Key at the committee's discretion, subject to written parental consent.

Junior members and their responsible parents or guardians must observe all Club Rules and Regulations (where appropriate) **ANY JUNIOR BREAKING THE CLUB RULES OR REGULATIONS WILL BE ASKED TO RETURN THEIR CARD ENTRY KEY AND FACE POSSIBLE FURTHER ACTION.**

Parents/guardians (who are not themselves playing members) may only use the club courts if they have paid the appropriate fee, which permits them to play only with any Junior members whom they have enrolled at the club.

SECTION 3 – GENERAL REGULATIONS

OPENING HOURS

The club premises may be open during the following hours:

Monday – Thursday	08.30 – 23.30
Friday and Saturday	08.30 – 00.30
Sunday	08.30 – 23.00

BAR HOURS

Alcohol may be supplied during the following hours

Monday – Thursday	11.00 – 23.00
Friday and Saturday	11.00 – 00.00
Sunday	12.00 – 22.30

SMOKING

Smoking is not permitted on club premises, except in the designated area adjacent to courts 5/6.

SECURITY

The last person to leave the club must always make sure that all doors and windows are closed and locked. **The front door must be locked shut and not left on the latch.**

The electric heater above the sliding doors in the bar area must be turned off on leaving or if the area is **NOT** currently in use.

At night, the centre light only in the main bar area should be left on when leaving. Light switches are to be found opposite the bar shutter (behind red curtains).

ACCIDENTS

To comply with insurance requirements, accidents should be notified to a committee member and recorded in the Accident Book located in the kitchen.

PARKING

The Club's car parks must be used whenever possible. If parking in nearby roads, members must do so considerately and in accordance with the law, avoiding the use of residents parking bays.

CHILDREN

Children must be kept under control by a parent or guardian to ensure their safety and that there is no interference with players or club property.

Coaching staff will take responsibility **only** for those children taking part in organised coaching sessions.

Children under the age of 18 must leave the premises by 23.00.

GENERAL UPKEEP OF CLUB

Members must at all times treat the Club premises and facilities with care and consideration and help to keep them clean and tidy.

All crockery and utensils should be washed and put away after use and before leaving. The kitchen should be left in a clean and tidy condition and rubbish binned.

Empty glasses should be returned to the bar and chairs etc. put away before leaving.

ADVERTISING AND CANVASSING

Any member (or guest of a member) using any facilities of the Club may **NOT** distribute or exhibit information in any form promoting one or more products or services, or events, or points of view, without the express permission of the Management Committee.

DOGS

Dogs must be kept under control and **on a lead at all times**.

BICYCLES

Bicycles must **NOT** be brought into the Clubhouse.