



# Welcome Pack

Website: [www.cuddingtontennis.org.uk](http://www.cuddingtontennis.org.uk)

Email: [contactus@cuddingtontennis.org.uk](mailto:contactus@cuddingtontennis.org.uk)

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Dear Member

Welcome to our Tennis Club

Now that you have become a member, we would like to tell you what our club has to offer.

The following pages in this booklet give you information of activities and opportunities to play. Whether you are a Senior or Junior member we provide for all abilities and it's a chance to meet other tennis players and make new friends or come down and play with your partner and/or family if they are also members. We play tennis all year round and we welcome Seniors to join in twice weekly Club Nights, Club tournaments, Friday social tennis and our fun and friendly Senior Social Tournaments with tea and cakes. For the more experienced there is a box league and league matches against local clubs. Coaching is available for beginners and for those who have not played for a long time from our coaching team. Juniors are welcome to join in our Saturday morning club group sessions and take lessons from our coaching team. Any Junior in primary education must be supervised whilst on club grounds by a responsible adult (unless involved in a coaching holiday camp or formal coaching session with parent / carer consent).

You will receive a key fob. This allows all paid up-members access through the club gate and into the clubhouse when you place your fob against the key-pad. Once you have your fob it will automatically be reactivated annually when you pay your membership fee. A second fob may be purchased for £10.00 for your partner/family if you require by contacting the club by email.

We hope you will enjoy all the benefits the tennis club has to offer, and trust you will make the most of the wonderful facilities on offer

Regards

Cuddington and Sandiway Tennis Club Committee



## **SECTION A: ABOUT OUR CLUB**

### **SENIOR CLUB NIGHTS**

- Held on Monday and Thursday evenings during the winter and Monday & Wednesday evenings during the summer months from 18:30 onwards.
- All levels of mixed abilities regularly play throughout the year, just turn up and join in! New members are most welcome.
- Play one short set of doubles and then swap round – a great way to make new friends and contacts.
- The floodlight switches are in the club house on the wall in the far-right corner. (Please note these must be switched off no later than 21:30 and must NOT be used on Sundays to conform to our planning permission)
- For any further details, or to arrange to be met at the Club on your first visit then please contact us and we will ensure you are looked after.

### **TOURNAMENTS**

Every year the Club organises a senior club tournament which usually runs through the main summer season, culminating in a finals-event in early September. The different categories include:

Men's Singles	Ladies Singles	Men's Doubles	Ladies Doubles
Mixed Doubles	Fun Mixed Doubles*	Veterans Mixed Doubles*	

\* Indicates that partners are drawn from those entered.

This is an excellent opportunity to meet other members of the club in a competitive but friendly environment. All standards of players are welcome.

### **BOX LEAGUE**

An opportunity for fun and friendly competitive play during the off-season. The box league runs from October to March.

A box has four players, with each player playing one set of doubles (first to 6 games) partnering with every other player in their box, i.e. a box will play a total of 3 sets. The player who wins the most games is promoted and the player who wins the fewest is relegated.

The league runs on a two-week cycle. Players are responsible for arranging to play their box league games. See link <https://sites.google.com/view/cs-box-league/home>

### **LEAGUE MATCHES**

During both the summer and winter/spring seasons, the Club enters teams in the Slazenger South and Mid Cheshire Tennis League. See link <https://smctennis.co.uk/>



During summer 2024 there will be 6 Men's and 5 Ladies teams, with matches being played home and away on Tuesday and Thursday evenings from mid-April until the end of July. We also have 4 Mixed teams in the summer and 4/5 teams (usually including both Men's and Mixed) during the autumn/spring and these matches are played home and away on Sunday mornings.

There are also opportunities in the LTA Junior summer and winter Team Tennis Leagues. Those interested in playing in teams should contact our Club Coach in the first instance.

### WEDNESDAY MORNING LADIES' TENNIS

- Held year-round, every Wednesday morning from 09:30
- All levels of mixed abilities regularly play throughout the year, just turn up and join in! New members are most welcome.
- Play one set of doubles and then swap round – a great way to make new friends and contacts.
- Coffee is included.
- Balls provided.
- For any further details, or to arrange to be met at the Club on your first visit then please contact us and we will ensure you are looked after.

### FRIDAY MORNING SOCIAL TENNIS

- Year-round every Friday morning from 09:30
- Just turn up and join in.
- Refreshments provided (small weekly charge).
- For any further details, or to arrange to be met at the Club on your first visit then please contact us and we will ensure you are looked after.

### COACHING

For coaching at any level please contact our Club Coach who runs a Junior and Senior coaching programme all year round, for all ages and abilities.

### SATURDAY MORNING JUNIOR TENNIS

Coach-led group sessions, ideal for beginners & improvers to learn tennis in a fun environment. Held on a Saturdays throughout the year, with breaks for Christmas, Easter & summer holidays. £1.00 per session. Session times are:

9.00 – 10.00 am	5 – 8 years
10.00 – 11.00 am	9 years and older

Please note, a designated responsible adult must remain within club grounds for children under 8 years old.

For more information, please contact our Club Coach.



## PLAYING TIMETABLES

Availability of courts varies from day to day, month to month. For the most up-to-date schedule of court use please check bookings online. Members need to book courts to play and can make one booking each day of up to an hour. Bookings are released 6 days in advance.

<https://clubspark.lta.org.uk/CuddingtonSandiwayTennisClubCheshire/Booking>

Please note, adult supervision (i.e. age 18+) is required for any child under secondary school age, unless taking part in an organised coaching session with parental consent.

## COMMUNICATIONS

The club has a Facebook account which is overseen by the Club Chairperson & Coach. The club website, [www.cuddingtontennis.org.uk](http://www.cuddingtontennis.org.uk) is managed by the club Webmaster. A number of WhatsApp groups are used for regular group events. Club-wide emails are sent through Clubspark, (an LTA management system).

Should you have any concerns regarding the running of the website or social media accounts please contact the committee through the club email, [contactus@cuddingtontennis.org.uk](mailto:contactus@cuddingtontennis.org.uk) which is managed by the club secretary.

## NON-MEMBERS/VISITOR POLICY

Adult club members are allowed to bring visitors to play at the club subject to the following conditions:

- Visitors may only play at the club in the presence of a current member
- The current member must gain Committee Approval in advance of bringing their visitor.
- Visitors may play at the club on a maximum of 3 occasions after which they must decide whether to join the club or not.

Note: No person whose application for membership has been declined or who has been expelled from the Club may be introduced as a visitor.

## SAFEGUARDING, DIVERSITY & INCLUSION

- Cuddington & Sandiway Tennis Club acknowledges the duty of care to safeguard and promote the welfare of children and adults at risk. The club is committed to ensuring safeguarding practice, reflects statutory responsibilities, government guidance and complies with best practice and LTA requirements.
- Everyone involved in Tennis has a vital role to play in promoting diversity and inclusion and we ask everyone to proactively promote Safe and Inclusive tennis.

The full version of our Safeguarding and Diversity and Inclusion Policies are available within the Club-Documents section on the Club website.

See: <https://www.cuddingtontennis.org.uk/documents>



Our Welfare *Officer*, Yvonne Williams, and Deputy Welfare Officer, Mike Bee are responsible for promoting safeguarding within the Club and working with others to ensure that a safe and inclusive environment is achieved:  
email, [welfare@cuddingtontennis.org.uk](mailto:welfare@cuddingtontennis.org.uk)



### KEY FOBS

Key fobs are provided to new members – one per family or individual membership. This enables gate and clubhouse access.

- Please take care of your fob – the same fob will be re-activated automatically when you apply for membership for the next season
- If your fob does not open the gate, then please let the club know by emailing the Club email address, [contactus@cuddingtontennis.org.uk](mailto:contactus@cuddingtontennis.org.uk)
- Please report a lost or stolen fob immediately
- A replacement or extra fob costs £10.00

### SECTION B: WIMBLEDON TICKETS

The club is no longer allocated tickets in the ballot. Members need to opt in via the LTA website to have the opportunity of acquiring a pair a tickets.

<https://www.lta.org.uk/fan-zone/grand-slam/wimbledon-championships/ballots/>

### SECTION C: BRITISH TENNIS MEMBERSHIP

Membership is FREE – ***please*** consider registering every person in your family who is a member of the Club. You only need to do this once – membership is continual each year.

Please note that all Junior members who take part in ***any*** competition (team or individual) will also require British Tennis Membership.

To obtain a BTM via the internet, go to:

<https://www.lta.org.uk/member/>

Note: When registering, the full name of our Club is **Cuddington and Sandiway Tennis Club**

## **SECTION D: CLUB RULES & CODE OF CONDUCT**

### **1. MEMBERSHIP**

- 1.1 Players use the facilities entirely at their own risk and the Club accepts no liability for loss, damage or injury howsoever caused.
- 1.2 The Club cannot be held responsible for the safety of Juniors using Club facilities, at any time, whether they are attending a supervised session or not.
- 1.3 Key fobs give access to courts and clubhouse. Lost fobs can be replaced at a cost of £10 per fob.
- 1.4 For reasons of safety and in order not to distract players, non-players are not permitted on court.
- 1.5 The playing season will extend throughout the year subject to the courts being fit for play.
- 1.6 The Committee reserves the right to refuse or terminate membership of any member who is deemed prejudicial to the interests of the Club, in line with the Club Constitution.

### **2. SUBSCRIPTIONS**

- 2.1 Annual subscriptions are due on the 1<sup>st</sup> April. Players are not permitted on the courts unless their subscription has been paid.
- 2.2 Key fobs are deactivated after 14 April if membership has not been renewed.

### **3. MEMBERSHIP CATEGORIES**

**Junior Mini Member** – any child, who is not yet attending secondary school, at the time of joining

**Junior Member** – anyone of age eighteen or below, who is not a junior mini, who is attending secondary school, sixth form college, or other further education, at the time of joining

**Student Member** – anyone in full-time higher education at the time of joining. Copy of student card required

**Parent of Junior Mini** – a parent of a junior mini, only permitted to play with that junior mini, at weekends, or on weekdays up to 18:30

**Family members** – up to two adults and all children in full time education, normally living at the same address

**Adult Member** – anyone of age eighteen and over, who is not a junior, a student, a family member, an honorary member or a parent of a junior mini

**Honorary members** – as agreed by the Management Committee

### **4. NON-MEMBER POLICY**

Adult club members are allowed to bring visitors to play at the club subject to the following conditions:

- 4.1 Visitors must be approved by a Committee member in advance of a visit

- 4.2 Visitors may play at the club with an existing senior member on a maximum of 3 occasions after which they must decide either to join the club or not.
- 4.3 Visitors, with a view to joining, are welcome to attend up to three organised sessions e.g. Club Night or Junior Club, but only by prior arrangement with a Committee Member.  
Note: No person whose application for membership has been declined or who has been expelled from the Club may be introduced as a visitor.

## 5. COURT PRIORITY

- 5.1 Courts should be booked before use through the club's clubspark website. This shows up to date availability. Use of courts for singles play at busy times is discouraged to allow maximum use for the membership. Members may be asked to ensure doubles play is organised if the Committee receives reports of difficulties in booking courts and they are not all being used for doubles.
- 5.2 The Coach must ensure ALL lessons are booked through the clubspark system.
- 5.3 Club administrators will ensure that league matches are added into the system once they have been informed of the fixtures by the Club's League Representative. League matches will be played on both Tuesday and Thursday evenings throughout the summer. Mixed league matches take place all year round on Sunday mornings.
- 5.4 Certain dates may be allocated by the committee for organised events, e.g. tournaments. All members will be notified either by e-mail, or poster in the clubhouse. Club administrators will ensure these are added into the clubspark system to reserve the courts once they have been notified by the organizer.
- 5.5 During Club nights, all players should change partners/opponents with players on other courts after one short set.
- 5.6 Floodlights are available until 21:30 pm Monday to Saturday and may not be used on Sundays.
- 5.7 During the summer season, Thursday senior clubnight will move to Wednesday senior clubnight, to allow for courts to be used for league matches.
- 5.8 Organised groups of more than four people are not allowed to play on the same evenings as clubnights prior to 19:30.

## 6.0 SOCIAL TOURNAMENTS

- 6.1 Courts may be allocated for Senior Social Tournaments on selected weekend afternoons throughout the season. Mini Tournaments and Junior Tournaments are held usually once a year on a Saturday in June/July.
- 6.2 For Senior social tournaments, preference will be given to entry from Senior members, but Junior members of a suitable standard may be invited to play.
- 6.3 The entry fee will be set by the tournament organiser(s).
- 6.4 The tournament organiser's decision is final



## 6. LEAGUE MATCHES

- 6.1 Players are only eligible for team selection if they are fully paid-up members.
- 6.2 Club Captain and Team Representatives, in conjunction with the Committee will decide the number of teams to be entered for each season.
- 6.3 A match fee will be levied, with the approval of the Committee, and collected by the Team Captains. This is to cover the cost of match balls.
- 6.4 All players should also expect to pay their share of the cost of any after-match refreshments and drinks provided for opposing team players.
- 6.5 Junior matches must have an adult in attendance and if levied, fees for these matches will be set as appropriate to cover the cost of balls and refreshments. The adult in attendance is responsible for providing squash and biscuits.

## 7. COURT ETIQUETTE and SAFE PLAY GUIDANCE

- 7.1 Members are expected to always wear appropriate clothing for tennis, and safe footwear. Shirts must always be worn. Players who are considered by the Committee to be improperly attired may be asked to leave the court.
- 7.2 For reasons of safety and in order not to distract players, non-players are not permitted on court.
- 7.3 Consider whether it is safe to play, when the courts could be slippery due to rain, frost, snow or ice.
- 7.4 The coach should carry out a risk assessment before each session to determine that play is appropriately safe for the players being coached. If injury does occur, a first aid kit is located on the right-hand side of the back wall of the clubhouse. Players are requested to record (hence report) any injuries in the accident book, also located on the right-hand side of the back wall of the clubhouse.
- 7.5 Do not move across or behind any court when play is in progress for safety reasons and also a courtesy to the players on court who may be distracted or interrupted. Players should wait until the completion of at least a point, if not a game, and then move by walking around the perimeter of the court as quickly and discreetly as possible and close any gates behind them.
- 7.6 Line calls should be made quickly and clearly, and the receiver of the ball has the final say.
- 7.7 If the ball strikes the net cord and then subsequently wins the point, the player should hold their hand up and offer an apology to the opposition.
- 7.8 Refrain from using any foul language or any form of threatening, racist, intimidatory or abusive language or behaviour towards other players, club officials, coaching personnel and spectators.
- 7.9 Before each point, players should ensure that loose balls (including any 1<sup>st</sup> service balls) are not within the area of play such that they could be trodden on causing a trip or fall. Note: this is particularly important during coaching when many more balls are often used.
- 7.10 Play should be stopped if a ball comes across into the area of play from another court if deemed it could endanger the safety of players.
- 7.11 While the nature of the game can result in players occasionally being hit by tennis balls, players should take reasonable care that they do not hit an opponent when making a shot.

- 7.12 When leaving the courts please ensure all gates are closed – this is particularly important on courts 1 and 2 which are the public access courts, as leaving the gate by the clubhouse open, allows the public, access to all courts.
- 7.13 All members should ensure that the clubhouse door is closed before leaving club.
- 7.14 Members are asked to ideally take their rubbish & recycling home.

## 8. CODE OF CONDUCT

Cuddington & Sandiway Tennis Club adhere to the Lawn Tennis Association Limited (LTA) Code of Conduct. [lta-code-of-conduct.pdf](#)

This Code of Conduct is issued by the LTA, the governing body of the game of tennis. It applies to all Participants in the Game, including all players, those who are supporting players (including parents), coaches, officials and volunteers, amongst many others, when engaging or participating in or with the Game on or off the court. The purpose of the Code of Conduct is to set out the standards of conduct that are expected and required of Participants.

A full list of Club Policies, rules and the Club Constitution are listed within the documents section of the club website, <https://www.cuddingtontennis.org.uk/>