WESTFIELDS TENNIS CLUB

CLUB RULES 2026-27

All members of Westfields Tennis Club must abide by the Club's rules set out below. Failure to do so may result in suspension or withdrawal of membership.

The Club's constitution is the primary governance document, a copy of which is available on request. The Club is managed by a committee elected by the membership. Any question regarding the constitution or these rules or any complaint concerning any aspect of the Club should be addressed to the Chair of the Committee (contact details are available on the clubhouse notice board).

The aim of the Club is to provide as many opportunities as possible for adults and youngsters of all social backgrounds and abilities to play tennis, within the physical and financial limitations of the Club. The Club is affiliated to the Lawn Tennis Association.

MEMBERSHIP

1. The Club has various categories of membership as determined by the Committee. Details of these can be viewed on the website.
2. Some categories of membership have restrictions on when play is permitted. These restrictions must be adhered to at all times.
3. Junior coaching members are only entitled to play during formal coaching sessions. To play at other times they must be Full Junior Members.
4. Members must renew their membership by 10th April each year. Any member who has not done so can no longer have access to the Club or use its facilities.

CODE OF CONDUCT

5. It is the policy of Westfields Tennis Club to ensure that all participants, volunteers, coaches and parents promote fair play at all times. Players are encouraged to be 'good sports' and to co-operate with and respect their team mates, coaches, officials and opponents at all times. The aim is for all players to enjoy the game, improve their skills and have FUN.
6. A member shall at all times, both on the court and on the premises of the Club, conduct him/herself in a manner which reflects favourably on the game and upon his/her fellow players and particularly in the presence of junior players.
7. Audible obscenities, swearing and improper conduct in any form is unacceptable behaviour.
8. All members should be on time for training sessions, matches and competitions.

HEALTH & SAFETY

9. All members and visitors must adhere to the Club's ***Health and Safety Policy***. A copy of this is displayed in the clubhouse and is also available on the website. Members are responsible for their own safety.
10. Members should make themselves aware of the location and contents of the First Aid box, which is located in a clubhouse kitchen cupboard – clearly labelled with a first aid sign. The Secretary is responsible for ensuring it is correctly stocked.
11. Members should also be aware of the location and purpose of the fire extinguishers located in the clubhouse.
    - Inside the main entrance on the left
    - Fire blanket in the kitchen area

12. In the event of an incident which involves the emergency services, a visit to hospital or use of the first aid box, record the following details in the accident book located with the first aid box:
    - Your name
    - A brief description of the accident / injury
    - Location of the accident / injury
    - Telephone number you can be contacted on
    - Please then inform the Secretary or Chairman of the Club
13. In the event of any member or guest to the Club seeing damage to equipment or buildings, or any other situation that could cause a hazard or injury, please notify the Club Secretary as soon as practical. The telephone number is on the Club's notice board.
14. Members should be aware of, and comply with, the Club's ***Anti-bullying Policy***, the Club's ***Safeguarding Policy*** and the Club's ***Diversity and Inclusion Policy*** – all of which can be viewed on the website and on the clubhouse noticeboard.

COURT PLAY

15. The Club is open for play between 7.00 am and 9.30 pm every day including Christmas Day.
16. The Club has designated 'club sessions' when all members are welcome to attend unless stated otherwise below. The days and times of these sessions are as follows:
    - Saturday: 1.30pm – 4.00pm
    - Sunday: 9.45am – 12.30pm (Men's team players only)
    - Monday: 5.30pm – 8.30pm
    - Tuesday: 1:00pm – 3:00pm
    - Wednesday: 1:30pm – 3:00pm (Ladies session)
    - Thursday: 1:00pm – 3.00pm
17. Private play is not permitted during these times unless one or more courts have been made available for private play. Singles matches can only take place at a club session if there are insufficient players to make a foursome.
18. Members can arrive for, and leave, a club session when they like. Those attending should organise play amongst themselves, changing the combination of players after each round following the guidelines below:
    - Any singles or private play should cease at the start of the club session.
    - All play is doubles unless there are two or three additional players.
    - The first four players arriving will play on the first court and the next four on the second court and so on.
    - New arrivals will have priority for the next round of games. The player in the previous round who arrived at the club last would normally leave the court and wait for another round. The process should be repeated after each round of games, with the person who arrived third of the original four leaving the court. After the next round, the person who arrived second will leave, and so on.
    - Notwithstanding the previous guidance, players should bear in mind the desire of many members to play mixed doubles where possible during club sessions, in which case the order of play may be altered.
    - If other members are waiting to play, the round shall be shortened to when the first pair wins four games (during Tuesday, Wednesday and Thursday sessions) or the first pair wins six games during Saturday, Sunday and Monday sessions, subject to a tie break if the game score reaches 5-all.
    - With the agreement of **all** involved players, the make-up of the fours can be varied to try to achieve an appropriate standard of play.

19. Members (except parent members) are entitled to book a court for private play with other members using the ClubSpark booking system. A court can be booked in 15-minute slots for a maximum of 2 hours and no more than a week in advance.
20. Courts may from time to time be booked for Junior sessions, matches or other events and on such occasions, the courts designated will not be available for use by other members. Such bookings will be viewable on ClubSpark.
21. The floodlights must not be used after 9.30pm. Courts must be booked on the ClubSpark booking system in sessions from 5.30pm to 7.30pm and 7.30pm to 9.30pm and only one week in advance. Members must turn off the power supply switches after floodlight play.
22. For reasons of safety, all members and visitors must wear appropriate tennis footwear during play. Black soled trainers or leather soled footwear are not permitted on any of the courts.
23. Members are expected to wear suitable sporting attire.
24. After play, members must collect the balls, lock the courts and clubhouse and close the drive gates if they are the last to leave.
25. On the grounds of Health and Safety, the Committee may, at any time, suspend or prohibit play if any court is deemed unfit or unsafe for use, either due to weather conditions or the condition of the surface of a court.

TENNIS BALLS

26. Tennis balls are made available for use at the Club by members and these are held on the wall-mounted rack in the clubhouse. All balls taken from the rack must be returned after play.
27. Practice balls are also available for use at the Club by members and these are in a basket within the clubhouse. These must be returned after use and not mixed with those on the wall-mounted rack.
28. New balls are provided for Club league matches and may also be put into club sessions.

VISITORS

29. Any member may introduce a visitor to the Club, excluding anyone whose application for membership has been declined, or who has been expelled from the Club.
30. The member introducing the visitor must enter the name and address of the visitor together with their own name in the visitor book located in the clubhouse. The member is responsible for payment of the current Visitor Fee to a committee member or electronically into the club's bank account. The member must accept responsibility for the safety of the visitor whilst on Club premises and must advise and inform the visitor of the Club's Health & Safety Policy and ensure these Club Rules are adhered to.
31. No one may be admitted as a visitor on more than 5 occasions unless otherwise agreed by the Management Committee.
32. Children of members or visitors who are not junior members may be admitted to the club premises PROVIDED THAT they remain at all times under the close care and control of a parent or guardian. They may not use any of the clubhouse facilities unsupervised (except for the toilets). The parent or guardian must take responsibility for the conduct of the child when on club premises and will be held responsible for any damage the child causes.
33. The Management Committee reserve the right to refuse admission of a visitor to club premises without being required to give a reason or to impose restrictions or limitations upon the use of courts by playing visitors.

CLUB TEAMS

34. The Management Committee will enter teams to represent the Club, as it deems appropriate, into local league and cup competitions.
35. Selection of members to play in these teams is made by team captains and selectors appointed by the Management Committee.
36. Members wishing to be considered for selection should make this known to the team captains/selectors and attend any team practice sessions.

COACHING

37. The Management Committee has appointed Geri Szabo as its coaching provider and his details are available on the Club website. No coaching by any other person must take place on Club property unless this is by another member on an unpaid basis.

DAMAGE, INJURY AND LOSS

38. Neither the club, nor any Officer of the Club can be held liable for any damage, injury or loss caused by any act or omission of a member. See the Health and Safety section.

CHANGES TO THESE RULES

39. The Management Committee reserves the right to make, amend, alter or revoke these Rules at any time in the interests of the Club and its members.