

HACC Tennis Section

HALESOWEN TENNIS CLUB

Members Handbook 2021-22



Manor Abbey Stadium
Manor Way
Halesowen
West Midlands B62 8RW

<https://www.halesowentennisclub.com/>

& on [Facebook](#)

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1. INTRODUCTION

Welcome to Halesowen Tennis Club, a section of the Halesowen Athletic and Cycling Club (HACC).

This Handbook provides information so you can get the most out of your tennis membership. It also helps the Club to maintain its ethos and ensure that everything runs smoothly.

Our aim is to be a friendly club, which provides opportunity for the local community to play and improve their tennis, using our four courts and small clubhouse. As a section of HACC (www.halesowen-athleticclub.co.uk), we are also able to use licensed social facilities where bar prices are very reasonable.

As a Tennis Club member, you are also eligible to become a member of 'British Tennis': www.lta.org.uk. This entitles you to priority booking and reduction in entry price to many Lawn Tennis Association events.

We hope that you enjoy your tennis this year and become an active Halesowen Club member.

2. CLUB ORGANISATION & RESPONSIBILITY

2.1 Committee

Halesowen Tennis Club is run by an elected committee of volunteer members. This committee looks after administrative, planning and developmental aspects of the Club and manages membership, funding (including applications for grants) and day-to-day running. Sub-committees are formed from time to time to consider particular issues.

The tennis section main committee meets on the fourth Wednesday of each month and there is an AGM early in the year before the new membership season begins. You can find a list of committee members on the website under the "About Us/Committee Members" section. Summaries of all tennis section meetings will be made available as a newsletter and these will also go on the website.

2.2 Safeguarding & Welfare

We have a comprehensive Safeguarding & Welfare policy. This is published in full inside the clubhouse as well as on the club website:

<https://www.halesowentennisclub.com/safeguarding>.

HTC's designated Safeguarding & Welfare officer is Hannah Didlock. You should contact Hannah directly if you have genuine safeguarding concerns about yourself or a fellow member, whilst at the club. During junior coaching,

any concerns can be raised to Geoff Barrie our head coach, unless you feel this is not possible. Geoff will pass on any concerns to Hannah, but it is preferred that any concerns are communicated directly to Hannah, in line with our policy.

2.3 Communication

All members play an important part in making the Club more successful and in maintaining high standards. If you have suggestions, comments, complaints or compliments to make, please share these in writing with the Communications Officer, Anne Turley (theturleys@talktalk.net), who will bring these to the attention of the wider committee at the monthly committee meetings.

Email is used to keep members informed about Club and other matters. If you do not wish to receive these messages, please inform the Membership Secretary, Jim Randle (randle67@gmail.com).

News, events, and other information is posted on the Club's website: <https://www.halesowentennisclub.com/>.

Postings are also regularly made on the Club's Facebook page at: www.facebook.com/groups/195487477205469/. To be a member of this Facebook group, simply go to the page and add your name or email address.

2.4 Membership

On payment of subscription, members are allocated a membership number and sent an email confirming membership details. Please keep a note of your membership number, so you can produce it if necessary.

3. CODE OF BEHAVIOUR

Members are expected to respect and keep to the rules of HACC Tennis Section (displayed in the clubhouse) and to the Lawn Tennis Association's Disciplinary Code (www.lta.org.uk/globalassets/about-lta/lta-disciplinary-code--1-january-2015.pdf), which will be used as guidance in any disciplinary matters.

3.1 General etiquette & ground rules

Always respect players who are on court. Wait until a rally is finished before disturbing players, e.g. to retrieve a ball.

Never jump over the net, lean on the net or lean against/pull the side netting or fencing.

Never take bicycles, scooters, skateboards or any similar equipment onto the courts.

Please do not leave litter on the courts. Put all litter in the relevant recycling bin in the clubhouse.

Please treat the clubhouse furnishings and equipment with respect. Do not sit on the heaters, put feet on tables or seats or kick balls around in the clubhouse.

Bad language, violent behaviour and rudeness are not tolerated in any area, including on court. Members are expected to remain courteous and respectful at all times.

3.2 Safety & hygiene

In the interests of safety and hygiene, no crockery or glasses are allowed on court.

Chewing gum is prohibited. The reason for this is two-fold: the risk of choking and because discarded gum is a major problem, especially on the courts.

3.3. Smoking

The Club is a 'no smoking' area – this includes the clubhouse, courts and a 3-metre zone around these areas.

3.4 Security & valuables

Gates to the courts and the security barrier on the road leading up to the clubhouse have coded locks. The door to the clubhouse door is secured by a key and by a coded lock.

Codes are communicated to members on joining and updated by email. Keys for the clubhouse can be purchased through the Club at a cost of £2 per key. Please ask a Committee Member for details.

Anyone ceasing to be a member of the club, but in possession of a key is expected to either return the key to the club or dispose of the key. We regret that no refunds will be given for keys that are returned.

Members are asked to:

- Lock gates to the courts after use
- Close and lock the clubhouse door after use – this includes the mortice lock that the key operates.

- Close and lock the security barrier if last to leave at the end of the session. **Anyone playing during the daytime and leaving before evening players arrive is expected to close and lock the barrier.**

Please avoid leaving valuables in the clubhouse or visible in your car.

Any suspicious incidents should be reported to a member of the committee or straight to the police if deemed appropriate.

Lost property will be kept in the appropriate boxes in the clubhouse. Unclaimed items will be given to charity.

4. FOOTWEAR & DRESS CODE

4.1 Footwear

Only tennis (or other suitable) shoes, with flat soles are permitted for use on court, as other types can damage the surface.

The following are **not** acceptable:

- Black football trainers
- Cross trainers
- Running shoes
- Astro boots.

If in doubt about the acceptability of your footwear, please consult a Club coach or member of the committee. The County Sports shop in Hagley (www.countysportshagley.co.uk) is also happy to advise on suitable shoes and offers a discount to Club members.

4.2 Clothing

Appropriate tennis/sports clothing should be worn on court at all times. There are no strict guidelines for this, but if any committee member deems a member's attire unsuitable, they will be expected to adjust their attire in future.

If any members have specific concerns regarding suitable attire, they may raise this through the communication process outlined in section 2.3.

5. FACILITIES

5.1 Courts

The Club has four all-weather artificial clay courts. All have floodlights.

5.2 Floodlights

Floodlights can be used until 10.00 pm by players who have paid a subscription which covers this. The lights can also be used for official coaching sessions.

It is possible to reserve evening access to a court during the winter under the Club's 'winter lights' scheme. Members are alerted to this opportunity by email and via notices in the clubhouse when a new round of booking begins.

5.3 Clubhouse

The clubhouse has a sitting area, small kitchen, and male and female changing facilities. We ask that all members help to keep these tidy.

There is a rota for cleaning the clubhouse more thoroughly on a weekly basis, displayed on the noticeboard. If you would like to help the Club by being part of this rota, please tell a member of the committee.

5.4 Car park

There is parking next to the clubhouse and additional space at the main club if needed. Please park considerately and be aware at all times that there may be children on and around the car-park area.

5.5 Accessibility

The Tennis Club welcomes everyone to become members and use its facilities.

Players using a wheelchair can access the tennis courts from the car park. The clubhouse, however, is small and its facilities rather cramped. Toilets in the main athletics club (about 200 yards away down the hill) are more accessible, but are also not specifically designed for people with disabilities. Tennis equipment for blind and visually impaired players is available.

Any players wishing to view facilities to evaluate their suitability are invited to contact the membership secretary (details at the end of this handbook) and arrange a visit to the Club.

It is a long-term aim of the Tennis Club to improve these facilities so they can be used and enjoyed by everyone in the community.

5.6 Main club

Facilities at the Athletic and Cycling Club can be hired by members for private functions at a very low fee. Speak to Ron, Club Steward: 0121-550 1360, after 7pm.

6. MEMBERSHIP

6.1 Categories

There are various categories for membership of the Tennis Club:

- Adult
- Senior Citizen (for those of state pension age)
- Adult Couple
- Family (adults plus their children living at home)
- Student (away) 18-21 yrs
- Student (local) 18-21 yrs
- Junior under 18 yrs
- Parents (playing with their Junior-member children).

Age groups apply to a child's age on 1st April of the membership year.

Juniors under 11 years of age are only allowed to play if accompanied by a parent or other nominated adult.

6.2 Subscriptions

The subscription year runs from 1st April to 31st March. Those who pay before 1st April are given a small discount. From 1st April onwards membership is deemed to have lapsed and the standard fee for the year is charged.

New members may join at any time. We operate a sliding scale of reduced fees for each month after the membership year begins.

Reduced subscriptions or payment plans may be available in cases of hardship – please apply to the membership secretary for further details.

7. VISITORS & GUESTS

All visitors and guests to the Club must be accompanied by an Adult Club member for the duration of their visit.

Each playing visitor should pay a fee of £3. This does not apply to players coming for official team matches. Junior members are not allowed to bring visitors.

Visitors are limited to three visits during the year, after which application for membership is expected.

8. PAY & PLAY

Court 1 is available to the general public on a pay & play basis at a cost of £12 per hour. This means non-members are able to book the court during the off-peak times and play, subject to availability. Members will always have priority over pay & play when making bookings.

Pay & play attendees will only gain access to the court if they have made a paid booking. If you see someone that you do not recognise playing on the court or trying to get on to the court, please be courteous to them and remember that is potentially a new member in the pipeline. If they require some help or directions to toilets, etc, please oblige them. We would want them to feel welcome when they come to the club.

9. COURT AVAILABILITY

A schedule showing court use and availability is published to members twice a year: for summer and winter.

Categories which have priority court use are:

- Junior and Adult coaching
- Senior social – off peak
- Women's, men's and mixed teams: matches and practice sessions
- 'Winter lights' groups
- Family, Junior and Adult social sessions
- Community groups.

At times not allocated to these groups, any member may use the courts. If the demand for courts is greater than availability, members should adopt a turn-taking approach.

All members are asked to respect and abide by the current court schedule. If you have suggestions to make about possible changes to the schedule, please share these with a member of the Club committee, so they can be considered.

10. TEAMS & TOURNAMENTS

Halesowen teams participate in a variety of leagues and competitions, including Staffordshire, Hereford & Worcester, and Birmingham Leagues.

Matches and practice sessions are normally played as follows:

- Men's teams: Sunday mornings and Tuesday evenings
- Ladies' teams: Sunday afternoons and Wednesday evenings.
- Mixed teams: Monday evenings & Thursday evenings.

Match schedules are displayed in the clubhouse. If you are interested in playing for a Club team, please inform a member of the committee or the appropriate team captain. A playing standard will apply.

There are also several Club tournaments throughout the year for both Junior and Adult members. These provide opportunity for serious but friendly competition. Details will be sent to members by email and posted on the noticeboard in the clubhouse.

11. COACHING

The Club has a Head Coach, Geoff Barrie, who has responsibility for all coaching programmes. A number of other coaches work under his direction.

Group Junior and Adult coaching sessions are available and all abilities are catered for. Individual coaching can be arranged through the Head Coach. Fees additional to the membership subscription are payable.

Geoff's contact details are available under the Coaching section of the club website.

12. SOCIAL EVENTS

Social events are regularly arranged to bring members, family and friends together, to celebrate achievements and to help raise funds for the Club. These are co-ordinated by the committee. Information about such events is circulated via Club noticeboards and email.

If you have ideas about possible social events, or would like to be involved in their organisation, please speak to a member of the committee.

We wish you enjoyable tennis in the forthcoming year!

Jim Randle
Membership Secretary
randle67@gmail.com