



# TENNIS HANDBOOK

2020/21

**TWC**  tennis

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## Welcome from the Tennis Chairman

Many congratulations on joining the Tennis Section of The Wimbledon Club and on behalf of the Tennis Committee, welcome!

Whilst this handbook is principally for new members, we have taken the opportunity to update it so that it contains relevant information and guidance for our existing members too.

As you can see from our logo, The Wimbledon Club was founded in 1854. We are therefore one of the oldest sports clubs in the world with a long tradition of being part of the fabric of tennis in the UK. With 16 courts providing a range of playing surfaces, the Club has a prestigious location in SW London.

The Tennis Section continues to thrive. Our membership totals over 1,100 across a whole range of ages from minis to senior members and we enjoy a long waiting list.

The Covid-19 pandemic has radically changed our outlook and the Club's ability to run its normal tennis programme. Whilst we were one of the first tennis clubs to re-open in May, we are only able to do by closely following the government and LTA guidelines. It is therefore much appreciated if you pay close attention to those new rules and watch out for changes to the guidelines which can change at short notice.

TWC is an LTA Registered Venue and we enjoy a very good relationship with the LTA which provides us many benefits, including an allocation of tickets to The Championships, across Church Road, each year.

The Tennis Committee is responsible for managing and controlling the affairs of the Tennis Section and we are ably assisted by our full-time Tennis Director, Ross Sheppard and the Tennis Administrator, Michaela Knespl, who have the day to day responsibilities.

Our current Tennis Committee has an active agenda to improve the experience of the tennis membership. This involves continually assessing and upgrading the physical assets, reviewing the coaching strategy and staffing, managing the membership, setting direction for the Tennis Director, communicating with the members and financial management of the section.

We all feel privileged to be members of the Club. Please take the opportunity to read through this handbook so you can understand the rules and etiquette required of members.

See you on court!

Colin Geddes  
Chairman Tennis  
The Wimbledon Club

## Welcome from the Tennis Director

Welcome to another year of membership at The Wimbledon Club. I look forward to an enjoyable year of tennis at our club across both our adult and junior programmes and I hope to see as many of you around the club as possible. We have upgraded our coaching programme and we plan to offer a greater range of adult clinics.

The Club offers members the opportunity to play socially, in box leagues, tournaments and in teams. This handbook will provide you with the guidance needed.

If you have any questions about which sessions you can attend or if you would like to book a coaching session, then please do get in touch with me on [director@twctennis.co.uk](mailto:director@twctennis.co.uk).

Of course, if you have any other enquiries then please also get in touch with me.

I hope you continue to enjoy your tennis throughout another year here at The Wimbledon Club.

Ross Sheppard  
Tennis Director  
The Wimbledon Club

## **Tennis Committee**

Chairman  
Colin Geddes

Honorary Secretary  
Rachel Angel

Honorary Treasurer  
Richard Pelly

David Renshaw

Christopher Pinnington

Jeff Wakefield

Nina Ghosh

Kate Aasa

Dorothy Lim

Mark Staniszewski

## **Tennis Staff**

**Tennis Director**  
Ross Sheppard

Email: [director@twctennis.co.uk](mailto:director@twctennis.co.uk)  
Mobile: 07730 560354

**Racquets Administrator**  
Michaela Knespl

Email: [admin@TWCtennis.co.uk](mailto:admin@TWCtennis.co.uk)  
Mobile: 07935 331435

# **Code of Conduct**

## **INTRODUCTION**

This code of conduct and policy on court etiquette sets out what the Club regards as good practice for all members to follow, and is available so that every member is clear as to what is expected of them in order to create the right playing environment in which everyone can enjoy their tennis.

Both the code of conduct and the policy on court etiquette reflect the friendly and co-operative spirit which members at the Club have enjoyed for many years, as well as advice from the LTA. The Tennis Committee of the Club is confident that this ethos will continue and sees this as important in maintaining the Club's reputation.

The Code of Conduct sets out minimum standards of behaviour, which all members are expected to follow, and seeks to avoid any serious issues arising. The policy on court etiquette then sits alongside the code of conduct and sets out a range of actions and behaviours, which are considered acceptable or unacceptable on and around the tennis court.

Should a breach of the code of conduct or a serious breach of the policy on court etiquette occur then the Club has a complaints procedure to deal with that.

## **AIMS OF THE CODE OF CONDUCT AND POLICY ON COURT ETIQUETTE**

The aims of this code of conduct and policy on court etiquette are to:

1. Ensure that all members are treated fairly and with respect;
2. Advise all members of the standards of behaviour and court etiquette which they are expected to meet so that an environment is created within which members can enjoy their tennis and the Club can continue to flourish

## **CODE OF CONDUCT - STANDARDS OF BEHAVIOUR**

All members are expected to treat all other members and all other players respectfully. The Club will not accept any behaviour which may cause any physical or mental harm to any other member or player.

Unacceptable actions will include:

- Being abusive or showing aggression towards another member or player;
- Swearing;
- Racket throwing;

- Intimidating another member or player;
- Creating a danger to another member or player;
- Calling into doubt the integrity of another member or player such as by repeatedly querying line calls.

### **POLICY ON COURT ETIQUETTE**

Tennis etiquette covers different areas from those addressed within the rules of the game. Etiquette covers a range of actions and behaviours which are considered acceptable on and around the tennis court.

The TWC Tennis Section policy on etiquette covers these areas:

#### **Showing respect and being courteous**

- Welcome new members and players to the Club irrespective of their experience of the game and their level of play;
- Show respect and courtesy to your partner, your opponents, staff and others on or around the courts;
- Instead of criticising your partner or opponent, offer encouragement instead;
- If a loud dispute during a match occurs, take it off court and away from other players on adjacent courts;
- Do not walk behind courts when a point is in progress to avoid causing a distraction;
- During play and particularly between games keep the amount and volume of conversation to a minimum so as to avoid distracting players on other courts;
- If a ball from an adjacent court strays onto yours do not hit it back immediately but do so when the players on that court are ready and then hit it to the server's end of that court;
- Courtesy to your opponents should include leaving the court together at the end of the match.
- Do not stand at the side of a court and talk

#### **Do not walk onto another court during a game**

- Before crossing a court to get to yours, wait for the conclusion of the point or if the match is a competitive one, wait until the end of game, or until you are invited to cross, and do so as quickly as possible;
- Close the gate behind you (if allowed by Covid-19), as you would on your own court;
- Be aware if you are already playing on court that others may wish to cross your court in order to access their own court and facilitate that where possible;

- If your ball rolls onto an adjacent court, wait for a break in the play in that court before politely requesting its return rather than retrieving it yourself.

### **Line calls**

- Only call the lines on your side of the net;
- Call clearly on the basis of what you honestly believe to be correct;
- If you are not certain, or did not see the ball clearly, the ball was good and the doubt must be given in favour of the opponent;
- If occasionally you have serious doubt over a line call, ask your opponents politely if they are certain as to the accuracy of their call, and if they are, move on and play the next point;
- If there is doubt over a line call, consider offering to replay the point.

### **Keeping score**

- The server should announce the score before each point;
- If the server forgets or does so inaudibly, the receiver should request the server to make an audible announcement of the score.

### **Mobile phones**

- Mobile phone calls should not be made or received on court; leave the court to make or receive a call;
- Mobile phones taken onto court should be switched off, or put on silent or vibrate mode, so as to avoid creating a distraction.

### **Clothing and footwear**

- Players should wear recognised tennis clothing of any colour together with tennis footwear;
- Tennis footwear is required both to promote safety as unsuitable footwear can provide insufficient grip, and also to prevent damage to the courts.
- Dimpled grass court shoes should not be worn on the grass courts

**We ask all members to pay attention to the above rules of etiquette and not be offended if you are reminded by a member of staff or other member of the Club.**

## Court Booking User Guide

All members are put on our online court booking system called MYCOURTS® when you join the Club.

### **Logging into mycourts**

All courts are bookable on the Mycourts® booking system.

You can log into your account via the following link:

<http://thewimbledonclub.mycourts.co.uk> and log in using your username and password.

### **Adding credit to your booking account**

Every member has a personal booking account which holds credit for the purpose of making an indoor booking or paying a guest fee. Your balance is shown on the left of the screen after you log in. Bookings may only be made if enough credit exists in your account to cover the booking fee. Please add credit by paying online using a debit/credit card.

### Paying Online

Log in and choose the “Buy Credit Online” option and follow the instructions. You can choose the amount of credit you wish to add in a single transaction.

### **Making a court booking**

Select the day you wish to make a booking from the ‘Booking Sheets’ menu. Members may book grass courts online from 10am on the same day, and non-grass courts online from 10pm up to 8 days in advance for full members and 4 days in advanced for off peak or junior members.

Select the court and time(s) you wish to book and confirm the booking.

**PLEASE NOTE: All members must nominate their playing partners before play commences. This is an LTA and government requirement. Failure to do so may result in your booking rights being removed.**

### **Guest fees**

An adult (full, off-peak, U30 and student) member may invite guests on up to 12 occasions per year.

On each occasion, the member may invite up to 3 guests. No guest may be introduced more than 12 times per year.

Members must pay for their guest fees at the time of booking by selecting the appropriate guest fee from the drop-down menu when selecting their playing partners. If a member is bringing 3

guests, then 3 guest fees must be paid as playing partner 1, 2 and 3. Guest fees stated are per visit per guest.

PLEASE NOTE: Members only need to select their guest fee(s) **for the first 30 minutes** of their booking. To ensure you are not over charged, please UNTICK the box that automatically adds your playing partner into each 30-minute slot of your booking.

Court	Peak Guest Fee (6pm-10pm Mon-Fri) (7am-6pm Sat/Sun)	Off Peak Guest Fee (7am-6pm Mon-Fri) (6pm-10pm Sat/Sun)
Grass	£20	£10
Indoor	£15	£8
Outdoor	£10	£6

\*Juniors may only invite guests at off peak times and the guest fee for another junior will be 50% of the adult fees.

### Checking in

Check-in is not currently required however we are investigating how this may be done using an app in future.

If you are not playing within 15 minutes of your booking start time, you forfeit your booking rights and another member is entitled to use the court for the duration of your booking.

### Booking cancellations and refunds

As a courtesy to other members, all members must cancel a court **as soon as possible** so that the court may be booked by others.

To cancel a court, log in and select “My Bookings”. Your booking fee is automatically refunded as credit in your account when cancelling at least 48 hours prior to your booking.

If you cancel a court less than 48 hours prior to the booking, the booking fee is only refunded if the court is subsequently booked by another member.

### Personalising your account

Log in and select “My bookings”, “My Settings” and “My Profile” tabs to personalise your booking account.

My Bookings contains all your bookings, including those made by other members who have selected you as an “opponent”. Useful features include: click on the envelope to send an email message to an opponent for a booking; click on an opponent’s name to view their contact details; click “cancel” to cancel a booking.

My Settings allows you to change your password, PIN and subscribe/unsubscribe from email alerts including confirmation of your court bookings/cancellations and cancelled court alerts (select the days of the week and times of interest to you).

My Profile allows you to see and edit how you appear to other members in the members’ directory. Upload photos and edit your contact details and member profile.

### **Forgotten pin, password or username**

If you have forgotten your PIN, username or password you can retrieve them using the ‘Forgotten Password’ link on the Mycourts® website: <http://thewimbledonclub.mycourts.co.uk> and entering your email address. Providing this matches the email address stored in the Mycourts® database you will receive automatic reminders.

### **Turning on floodlights**

Lights for the floodlit courts were previously controlled at the bar. We are planning to change this so they can be controlled by mycourts in future.

For further information regarding court booking procedures please contact the Racquets Administrator, Michaela Knespl at [admin@twctennis.co.uk](mailto:admin@twctennis.co.uk) and mobile tel 07935 331435.

## Court Booking Rules

### Booking rights

Full adult members may book grass courts from 10am on the same day and non-grass courts from 10pm up to 8 days in advance.

Off-peak adult members may book grass courts from 10am on the same day and non-grass courts from 10pm up to 4 days in advance.

Junior members may book courts 8 and 12 to 16 from 10pm up to 4 days in advance at off-peak times only. Juniors may book any court after 9am on the day of play.

All members and coaches must enter the names of their playing partners/clients at the time of booking or **at least before play commences.** **THIS IS AN LTA AND GOVERNMENT REQUIRMENT – YOU WILL BE CONTACTED BY A MEMBER OF STAFF IF YOU DO NOT PROVIDE THIS.** Because this is time consuming for the tennis staff, can we please request that you comply with this rule.

### Court availability

All courts are bookable in 30-minute slots up to a maximum of 90 minutes in one booking/day via MyCourts. Members are asked to avoid leaving 30-minute booking gaps where possible.

Grass courts may be booked between 10:30am and 9pm on the day. All other courts may be booked between 7.30am and 10:30pm (10pm on Sundays).

### Member booking fees

Booking fees only apply to indoor courts and are shown below. There is no court booking fee for outdoor courts for members.

Indoor Court	Booking Length	Peak Price (6pm-10pm Mon-Fri) (7am-6pm Sat/Sun)	Off Peak Price (7am-6pm Mon-Fri) (6pm-10pm Sat/Sun)
Doubles Court	30 minutes	£7	£4
	60 minutes	£14	£8
	90 minutes	£21	£12
Singles Court	30 minutes	£5	£3

	60 minutes	£10	£6
	90 minutes	£15	£9

## Coaching courts

### **During summer (dome down)**

Coaches may book:

- Courts 11, 12 and 16 at any time, provided Court 16 is not being used for social or other tennis programmes.

### **During winter (dome up)**

Coaches may book:

- Court 12 at any time
- Courts 8 and 11 at off-peak times
- Court 11 at 6 -7pm during Mon – Friday and at 8am-2pm Sat and Sunday

\*Any clay court may be booked on the day after 8am provided there should be no more than 2 coaches coaching at any one time during off-peak hours and that there should be no more than 1 coach coaching at any one time during peak hours. The only exception to this would be if at the time of booking after 8am on the day, an additional court booking by a coach is permitted during off-peak hours, provided there is always one other court available for members when the lesson begins.

\*Coaches may use the grass courts only for hitting based lessons at off-peak times. No ball hoppers are allowed on the grass courts. Only grass courts 3 and 7 may be used for coaching. Grass courts may only be booked on the day of play and only one coach may coach on the grass courts at any one time.

Coaches may book courts up to 28 days in advance. They must enter the name of their client in the booking sheets. Coaches must cancel courts at least 24 hours in advance of the booked time, failing which that time will count towards the total rental.

Coaches will be charged a facility fee of £7 per hour for courts, invoiced to them at the end of each month.

Additionally, group tennis lessons of 2-4 players may be booked 5 days in advance on any court at any time.

Members may not separately book courts for coaching.

## **Tennis Programmes**

Court bookings for adult and junior tennis programmes must be approved by the Tennis Committee and booked by the Racquets Administrator. Court bookings for all tennis programme sessions will be visible on the booking system.

## **Matches**

Court bookings for all representative club matches, including adult and junior teams and singles matches where opponents travel from an external club, take priority over all other court bookings.

Court bookings for the Club Championships must be booked by competitors who may book consecutive slots to ensure completion of their game within their booking time.

All representative club matches must be booked by the Racquets Administrator.

In exceptional circumstances, where matches run over their allocated booking slot, inconvenienced members will be fully refunded and their next booking provided free of charge.

## **Club bookings**

From time to time the club may book tennis courts for multi-sport functions and events. The tennis committee works closely with the general committee to ensure these events are in the best interests of the club and the benefit to the tennis section outweighs any inconvenience to tennis members.

Court 8 is a multi-purpose sports hall and this facility is shared equally between the Club's tennis, cricket and hockey sections.

## **External bookings**

The club occasionally receives external requests for court bookings. Each request is considered by the tennis committee on a case-by- case basis. External bookings are only approved if they provide a clear benefit to the club and tennis section at minimal inconvenience to tennis members.

## Covid-19 Rules (as of Wednesday 16<sup>th</sup> December 2020)

- Members must not socialise in groups of more than 6 anywhere inside the club grounds.
- Members must book courts online and name all playing partners.
- Members should only be on site if they have a tennis booking or are a named player on a tennis booking.
- Members must check in using the QR code posters which are displayed in various locations around the club if they are using the indoor facilities.
- We will use mycourts data for track and trace purposes for those members who do not have a smartphone
- Guest fees must be paid for at the appropriate rate, online, at the time of booking
- Maintain a social distance of at least 2m at all times
- Change ends at the opposite side of the net to one another
- Avoid physical contact at all times
- Clean your hands with hand sanitizer immediately before and after playing
- Leave the court gates ajar so no-one needs to touch them
- Court sweeping is optional
- Should members wish to play on a freshly swept court, they should sweep their court at the beginning of the session using the plastic gloves provided on court. Members should sanitise immediately after sweeping their court and dispose of their gloves in the bins provided.

## **Adult Programme**

The Wimbledon Club has an adult programme that is aimed at different levels and standards of players. Members should assign themselves a rating based upon our TWC Tennis Self Rating System so they can judge which sessions will be most appropriate for their level. If a member would like one of the coaching team to assist with their rating then please contact Ross Sheppard on [director@twctennis.co.uk](mailto:director@twctennis.co.uk).

Please see details of all of the adult tennis programmes below starting with the weekly schedule.

### **Group Coaching Schedule (Adult Clinics)**

#### **Intermediate - Monday 7pm to 8pm**

All round game development through a series of cooperative and competitive drills.

Most suitable for members with a self-rating between 4 & 6

Cost £7 per session payable upon booking.

Throughout the 10-week course, participants will develop every area of their game from groundstroke consistency to attacking and finishing the point from the net. Drills will be done in a singles and doubles format. For more details on the exact content of these sessions please contact Ross Sheppard.

#### **Improvers - Wednesday 12.30pm to 1.30pm**

All round game development through a series of technical practices, progressed through more open and cooperative drills.

Most suitable for members with a self rating between 2 & 5

Cost £7 per session payable upon booking.

Throughout the 10 week course, the majority of these session will be spent on developing the participants consistency from all areas of the court. There will also be some time spent developing attacking skills. For more details on the exact content of these sessions please contact Ross Sheppard.

#### **Cardio Tennis – Tuesdays and Thursdays 10.30am-11.30am**

The aim of the session is to have fun, work hard, and burn calories. The session is run in the sports hall (to music) and is a coach fed and led session so all attending will get a great workout.

Most suitable for members with a self rating between 2 & 4

Cost £7 per session payable upon booking.

#### **Doubles drills and tactics - Thursday 1pm to 2.30pm**

A doubles based drills session for midweek team players

Most suitable for members with a self rating between 6 & 8

Cost £10.50 per session payable upon booking.

Throughout the 10 week course, participants will develop their doubles skills with the overall aim for them to be more confident coming forward and positioning well at the net. For more details on the exact content of these sessions please contact Ross Sheppard.

### **Coffee Morning - Friday 11am to 12.30pm**

A social doubles-based session with a free instant coffee or tea included after the session.

Most suitable for members with a self-rating between 3 & 5

Cost £9 per session payable upon booking.

Throughout the 10-week course, participants will develop their doubles skills with the overall aim for them to be more accurate and consistent from the baseline and more comfortable and confident at the net. For more details on the exact content of these sessions please contact Ross Sheppard.

### **Dynamic doubles - Saturday 10am to 11am**

A competitive doubles-based session for Men's 4th team standard players and above.

Most suitable for members with a self-rating between 8 & 9

Cost £7 per session payable upon booking.

Throughout the 10-week course, participants will develop their doubles skills with the overall aim for them to be more aggressive with their playing style and be more clinical when finishing the points at the net. For more details on the exact content of these sessions please contact Ross Sheppard.

### **Singles Drills and Tactics - Saturday 1pm to 2pm**

All round game development through a series of intense drills with the focus on working hard and getting the most out of your technique and game.

Most suitable for members with a self-rating between 6 & 7

Cost £7 per session payable upon booking.

Throughout the 10-week course, participants will develop their baseline skills to be more consistent so that enables them to be more aggressive and accomplished at finishing points when opportunities present themselves. For more details on the exact content of these sessions please contact Ross Sheppard.

Off-peak members may not attend the group coaching classes scheduled during peak times.

### **Social Mix-In Schedule**

Social mix ins are designed to help members meet other members in a friendly but competitive doubles environment. Matches are organised either by a member of staff or a tennis member.

The following three social mix in sessions can be attended by full and off-peak members and members must have a minimum TWC rating of 3 to attend.

Monday 9am-11am

Wednesday 9am-11am

Friday 9am-11am

The following three social mix-in sessions can be attended by full members only and members must have a minimum TWC self-rating of 4 to attend.

Wednesday 6pm-9pm

Saturday 2pm-5pm

Sunday 2pm-5pm

Please note that we are required by the LTA and the UK Government to have members sign up for all social mix-in sessions in advance online.

## **Junior Programme**

### MISSION STATEMENT

**Our Junior Programme aims to introduce the sport of tennis to young players of all ages, encouraging them to fall in love with the sport as they progress, so that they will wish to play it for life whether at club or even higher level.**

The aim of our junior programme is to provide a fun and inclusive environment for children of all abilities. We want to provide a platform for children to develop their skills to a point where playing tennis is an acquired skill and something they will be able to play for the rest of their lives. We believe playing tennis is fantastic for a child's life skills and will teach them the important qualities of teamwork, honesty, fairness, dedication, endurance and speed. For those children who excel and wish to compete at an even higher performance level, we can recommend external programmes that they can attend to supplement their development.

### **Junior Programme schedule**

To sign up for a class all juniors must first become members of the club. Please see details of junior membership categories below.

<b>Class</b>	<b>Day</b>	<b>Time</b>	<b>Price</b>
<b>Mini Red club (5-7 yrs)</b>	Monday, Wednesday	3.45pm-4.30pm	£10 per session
	Saturday	8am-9am	£12 per session
<b>Mini Orange club (8-9 yrs)</b>	Monday, Wednesday	4.30pm-5.15pm	£12 per session
<b>Mini Orange Team Training</b>	Tuesday	4pm-5pm	£15 per session
<b>Mini Green club (10 yrs)</b>	Monday, Wednesday	5.15pm-6pm	£12 per session
<b>Mini Green Team Training</b>	Tuesday, Thursday	4pm-5pm	£15 per session
<b>Yellow Club</b>	Monday, Wednesday	5.15pm-6pm	£12 per session
<b>Yellow Team Training</b>	Monday	6pm-7.30pm	£15 per session
	Tuesday, Thursday	5pm-6pm	£15 per session
	Saturday	9am-10am	£15 per session

<b>Membership Catagory</b>	<b>Age</b>	<b>Price</b>
<b>Mini</b>	8 and under	£50 per year
<b>Junior</b>	9 and over	£115 per year

Once a junior is a member, classes are signed up for on a per term basis with the total cost being the cost per session multiplied by the number of weeks in that term. We run alongside the Merton Schools term dates.

### **Junior competition**

We recommend that, once a child is able to play competitive points, they play in external competitions to supplement their development. We can help develop an appropriate tournament schedule for any junior who wishes to compete regularly.

If you would like any more details about the junior programme please contact our Tennis Director, Ross Sheppard on [director@twctennis.co.uk](mailto:director@twctennis.co.uk)

If you would like to become a junior member or sign up to one of our classes please contact our Racquets Administrator, Michaela Knespl on [admin@twctennis.co.uk](mailto:admin@twctennis.co.uk) or mobile 07935 331435.

### **Rules for Juniors**

Junior members may book courts 8 and 12 to 16 from 10pm up to 4 days in advance at off-peak times only. Juniors may book any court after 9am on the day of play.

Indoor court bookings are subject to the following fees:

<b>Indoor Court</b>	<b>Booking Length</b>	<b>Peak Price (6pm-10pm Mon-Fri) (7am-6pm Sat/Sun)</b>	<b>Off Peak Price (7am-6pm Mon-Fri) (6pm-10pm Sat/Sun)</b>
<b>Doubles Court</b>	30 minutes	£7	£4
	60 minutes	£14	£8
	90 minutes	£21	£12
<b>Singles Court</b>	30 minutes	£5	£3

	60 minutes	£10	£6
	90 minutes	£15	£9

Juniors may invite guests on up to 12 occasions per year. Guests are subject to the following fees:

Court	Peak Guest Fee (6pm-10pm Mon-Fri) (7am-6pm Sat/Sun)	Off Peak Guest Fee (7am-6pm Mon-Fri) (6pm-10pm Sat/Sun)
Grass	£10	£5
Indoor	£7.50	£4
Outdoor	£5	£3

On each occasion, the member may invite up to 3 guests. No guest may be introduced more than 12 times per year.

Members must pay for their guest fees at the time of booking by selecting the appropriate guest fee from the drop-down menu when selecting their playing partners. If a member is bringing 3 guests, then 3 guest fees must be paid as playing partner 1, 2 and 3. Guest fees stated are per visit per guest.

PLEASE NOTE: Members only need to select their guest fee(s) **for the first 30 minutes** of their booking. To ensure you are not over charged, please **UNTICK** the box that automatically adds your playing partner into each 30-minute slot of your booking.

## Tennis Pro-Shop

We are pleased that we are in the process of opening a new pro-shop for the tennis section at the Club.

Please use this as a meeting place where you can buy balls, grips, drinks and other gear. Live professional tennis matches will be displayed on the TV screen.

You can also hand in your racquets to be restrung.

Information on the coaches, coaching schedule and adult clinics will also be available on the whiteboard as well as from the tennis staff.

Please note that we are cashless, and all payments must be made via card.

## **Ball Machine**

The ball machine is available to hire out at a cost of £5 per hour.

The ball machine will be kept on court 16 and can only be used on that court.

**Please note that the machine cannot be used if it is raining.**

The machine will come with a supply of tennis balls so members do not need to bring their own.

The ball machine will be kept in a code locked container. If you have a booking please contact Michaela Knespl or Ross Sheppard and they will be able to provide you with the code.

Please familiarise yourself with the below instructions before using the machine for the first time in order to reduce your set up time and to help you get the most out of your session.

To book the machine please do so via mycourts by selecting “\*\*\*Tennis Ball Machine £10” from the drop-down menu of opponents when you book your court.

**Please note, you only need to select the tennis ball machine fee for the first 30 minutes of your booking and your booking must be on court 16.**

## **Ball machine - Instructions for use**

The ball machine has settings for spin, speed, height, frequency and horizontal. It can be set for consistency or for random. You can also set up tactical plays. The permutations are in the thousands! This is an excellent way for you to practice your strokes in exactly the way you want.

### **Downloading the app**

1. Download Drill Maker App
2. When prompted to select your model type, please select ‘Plus 2’
3. When prompted, please allow location services while using the app

### **To use the machine**

1. Place the machine on or just inside the baseline in the middle of the court
2. Turn on the machine
3. Once the machine has finished initialising, please make sure the machine is pointing directly to the centre of the court. If it is not, move it so that it is. This is important because the machine must start centrally in order for accurate direction of the ball.
4. Disconnect your phone from any other WIFI
5. Go to WIFI settings on your phone

6. Select USR-WIFI232 on phone
7. Open Drill Maker App

### **Easy setting**

1. Open Drill Maker App
  2. Press and hold 'Drill 1'
  3. Select Horizontal 10, Speed 5, Spin 5, Height 15, Feed 5
- You must select the same setting for all 6 balls for consistency.

### **Medium setting**

1. Open Drill Maker App
  2. Press and hold 'Drill 1'
  3. Select Horizontal 10, Speed 10, Spin 6, Height 10, Feed 7
- You must select the same setting for all 6 balls for consistency.

### **Difficult setting**

1. Open Drill Maker App
  2. Press and hold 'Drill 1'
  3. Select Horizontal 10, Speed 15, Spin 9, Height 6, Feed 7
- You must select the same setting for all 6 balls for consistency. If you would like each ball to be different then each of the 6 balls can have different settings.

### **To vary direction**

Change horizontal setting

### **To vary height**

Change height setting

We recommend you try different settings until you find one which meets your needs.

### **WARNING**

**Members must not stand directly in front of the machine! To do so will endanger them being hit should a ball be fired out from the machine.**