



Rules of the Club

These Rules are current and valid as of 5/6/2016. They may be changed or updated at any time by committee decision.

1. Hours of Operation

DPTC is open from 8am to 10pm.

2. General Conduct

- Members should treat the courts, the clubhouse and the cabin with respect and ensure that no damage is caused to the court surface or other club property
- Members should behave with courtesy and consideration at all times towards other members.
- Tennis Shoes should be cleaned before entering courts, cabin and clubhouse. Remove grit/gravel on mats provided as this will damage the court surface.
- No fizzy drinks or food is permitted on court, including chewing gum. Only water or sports drinks may be brought onto the courts.
- All members should remove any litter/empty cans/tennis balls when leaving their court.
- Members coming to the club by car should only park in the main car park or in the car park on the opposite side of the road to the clubhouse. When the clubhouse is closed but tennis courts are open, the roadside carpark should be used. No parking is permitted on the grass verge opposite the tennis courts or along the road opposite or adjacent to the tennis courts.
- Access gates to courts must be kept secure at all times, even when playing. Members must ensure court gates are closed upon exit, and cabin door is closed after use.
- Smoking and consumption of alcohol are prohibited on court and in the vicinity of the courts and cabin.
- Inappropriate language must not be used and will not be tolerated
- Verbal abuse of any members of the club or its Officers will lead to expulsion from the club
- No other games apart from tennis may be played on the courts
- Please keep noise to a minimum especially after 10pm out of respect for our neighbours.

3. Access to Courts to and from Clubhouse Carpark

- On approach to the courts from the clubhouse carpark, members and guests must pay attention to golfers on the first tee box.
- Please be quiet on approach if golfers are present on the first tee box
- Wait at the 'wait here' sign until all golfers in the group have teed off
- Once golfers have teed off, tennis players may walk on the designated path to the tennis courts.
- When returning to the carpark/clubhouse from the tennis courts, pay attention to and be mindful of golfers teeing off or taking shots on the 1st fairway

4. Priority on Courts

- League and Club Championship matches have priority on court over other bookings.
- DPTC Director of Tennis will have priority over a maximum of 2 courts at any time for group coaching purposes. These courts will be reserved on the online court booking system 1 month in advance.
- One-to-one (private) coaching may only be carried out during off-peak times.
- Only coaches appointed by DPTC Director of Tennis can give lessons on the courts

5. Booking of courts

- All adult members have equal rights to use the courts on any day or evening, except when courts are reserved for club competitions, or other club events.
- Courts are booked using the online booking system and may be booked 1 week in advance.
- Courts may be booked for 90 minute time slots. Peak time slots may be restricted to 1 hour if demand deems this necessary.
- If you are unable to play you must cancel your booking to enable another member to have the court.
- If a member has booked a court and does not turn up within the first 15 minutes of the booking, the court will be deemed free and another member may use the court for the remaining booking time.

6. Guests

Guests may only play on the invitation and in the company of a member and must abide by all DPTC rules. The member must accompany the guest at all times, both on and off court. Guests are limited to a maximum of 10 visits per year. The member hosting the guests is responsible for payment of the guests fees - fees are per hour and current fees are posted on the website.

Guests fees should be paid in the office or pro shop before commencing play. After shop/office hours, payment should be placed in the envelopes provided in the cabin, and inserted in the post box before commencing play. Member and guest must sign the guest sheet in the office/pro shop or cabin.

7. Dress Code

- All members must wear proper tennis attire on court.
- The club dress code excludes the wearing of football tops and shorts, basketball tops and shorts or any other articles of clothing that are not designed as tennis attire.
- Tennis shoes may be any colour.
- DPTC members may use the clubhouse facilities whilst dressed in tennis attire. Tennis attire will not be permitted in the clubhouse restaurant on Sundays.

8. Rules relating to children

On Court

- Under 8s are not permitted on court after 6pm.
- Under 14s are not permitted on court after 7pm unless they are playing Senior League tennis.

Supervision & Access

- All children under 10 years old must be supervised at all times by an adult, both on court and in the clubhouse.
- Children Under 8 are not allowed in the bar at any time, and must vacate the clubhouse by 9pm (DGC)
- Children between 8 and 18 are allowed in the bar area only when supervised by an adult (DGC)
- Juniors under 14 will have membership cards which will allow access to courts and clubhouse. Over 14s will have access to courts, clubhouse and cabin

- Junior members are not permitted to use the snooker room at any time (DGC)

9. Membership

- Membership runs from 1st July each year and fees are due on this date. 30 days grace will be given on payment and membership will be revoked if fees are not paid before the end of the grace period.
- Donabate Portrane Tennis Club committee reserve the right to decline any membership application
- All members must abide by membership rules and DPTC constitution
- Annual General Meetings will be held once a year to elect Officers and Committee for the following year, and to consider and approve the financial statements of the Club

10. Membership Cards & Access

- Members will have a membership card which is used to gain access to the courts, cabin and clubhouse
- Membership cards are strictly non-transferable, and communication of the Clubhouse access code to non-members is not allowed.
- Membership cards will only provide access for paid up members

11. Floodlights

- Floodlight controls are housed in the cabin.
- Credit is loaded onto your membership card for payment of floodlights
- Floodlight usage is managed in slots of 15 minutes per court. For example if you wish to play for one hour, you must swipe your card against the relevant meter 4 times.
- A warning light will appear on the floodlight pole signaling 5 minutes left of floodlight time.
- There is a 10 minute warm-up time on the floodlights, so if they go out it takes 10 minutes for them to come back on again.
- Current cost of floodlights is posted on the website

12. Safety

- In the event of excessive rain or the presence of ice please refrain from playing on the courts. In the event of thunder and lightning, please vacate the courts for your own personal safety
- The First Aid and Fire Emergency Procedure can be found on the DPTC Website

13. Good Tennis Etiquette

When playing tennis, you always need to show respect for your opponent and those playing on the courts around you.

1. Don't walk across a court when a match is in progress. Instead wait until the point has been played, then walk behind the baseline to your court.
2. In the same way, when walking on the path behind courts, it is best to wait until the players have finished their point.
3. Shouting, swearing and throwing your racket when you miss a shot is bad manners and only lets your opponent know you are annoyed giving them an advantage.
4. If a ball rolls on to your court during a rally, stop playing and return the ball to the other court.
5. When your opponent is serving and the point is over, if there are any balls on your side of the court, pick them up and return them to your opponent.
6. You are supposed to call balls "in" or "out" when they land on your side of the net. If you are not sure, give your opponent the benefit of the doubt. Never call a ball on your opponent's side of the net unless your opponent asks for your help in deciding.
7. Never argue with an opponent. If players can't agree on the score they should go back to a score on which there was agreement and resume the match from there.
8. When the match is finished, shake hands with both your partner and opponents.

14. Guidelines for reporting accidents

Any accident on court or on the premises must be recorded on the Accident Report form. This form should be handed into the office in the Clubhouse, or given to a member of the committee, and can be downloaded from the website.

15. Codes of Conduct

The following Codes of Conduct forms can be found on the DPTC website, and must be read and signed as appropriate:

For all DPTC members:

- 'DPTC Code of conduct for players' must be signed by each member

For all parents/guardians of Juniors:

- 'DPTC Code of conduct for parents and guardians'
- 'DPTC Children's Registration and medical consent form'

For all DPTC volunteers and coaches:

- 'DPTC Code of conduct for adult volunteers and coaches' must be signed by all volunteers and coaches

16. Welfare of Children

Legislation in Ireland is based on a clear and consistent set of principles designed with the common aim of promoting the welfare of children. Children have the right to be safe. All Sports leaders and coaches should ensure that this fundamental principle takes precedence over all other considerations.

The current Children's Officers are listed in the Child Protection Statement document, found under Policies on the website.

Photographs and details of the Children's Officers will also be displayed on the club's notice board. Names of Children's Officers shall be made known to young members, coaches and parents alike as the Designated Persons to whom concerns will be addressed. If the concern is about the Children's Officer please report to any Committee member. The club has procedures in place for dealing with any concern or allegation of abuse either within the club or externally, but the first point of contact for a child, parent/guardian or coach should be the Children's Officer, although any individual has the right to contact the HSE/Social Services or the Police directly if they have a concern about a child's safety.

The following Policies/forms are available on the DPTC Website

- Child Protection Statement: Good Practice in Childrens Sport

- Anti-bullying policy
- Positive Discipline
- Transporting Young people
- Confidentiality in Child Protection
- Photographing and filming children
- Trips away and hosting
- Trip away consent form
- Dealing with allegations of abuse
- Complaints/disciplinary procedure
- Incident report

Donabate Portrane Tennis Club is run by its members for its members on a voluntary basis. Give generously of your time and do your bit for your Tennis Club