

MATCHNIGHT ARRANGEMENTS FOR PLAYERS AND CAPTAINS

Team Players- information

- Please fill in the availability sheet which is circulated by email prior to the season and which is pinned on the noticeboard and ensure you update it if your availability changes through the season.
- Once you have been selected to play for a particular match, please confirm your availability asap with the team captain.
- If you suddenly find you can't play in a match, please let the captain know asap and only in exceptional circumstances should you pull out of a match on the day – this has enormous consequences for captains trying to re-organise their teams
- If you text/whatsapp a team captain or any other team member regarding a team matter and you don't get a reply then you must try to ring and speak to the person to confirm that your message has been received.
- Please make every effort to attend practice nights as this will give the team captains an opportunity to see all players to assess abilities and pairings
- Practice nights will be organised so that players play for a set time before mixing in with others
- Some movement between teams will be inevitable throughout the season as form varies, players go on holiday or suffer injuries. Teams will be selected in accordance with the Warrington Tennis League rules – **“A team shall consist of 3 couples who shall play in order of playing ability. Teams shall play in order of playing ability so that the best 3 couples form the first team, the next best 3 couples the second team, and so on through all the teams within a club”.**
- Match fees are £2 per match, home and away, £1.00 for Juniors

On home match nights:

- be at the club by 6.10 pm
- check that the nets are up,
- put out white chairs if the weather's suitable,

After home matches:

- Wind down the nets and tie them up
- Lock the gates to the courts
- Remove any litter from the courts including water bottles
- Put all the balls into tins and put them into the coaches' room into the crate labelled 'Used Match Balls'
- Offer visitors refreshments.
- All drinks from the bar will be priced to a round figure eg. £2 for bottles and cans of alcoholic drinks, £1 for bottles and cans of soft drinks to eliminate issues with finding change as there will not be any float in the till. The bar is to be used as an Honesty Bar – please see procedures and separate price list from Steve Broderick. Try to use card payment if possible.
- Wash all the glasses and return them to the shelves
- Wash all cups and wipe the surfaces in the kitchen if used
- Wipe all the tables.

Team Captains –

- Ensure you have contacted your team in good time before each match and have received confirmations.
- When notifying the team, tell them who the other team members are so that travel arrangements can be made (however, it is not up to the Team Captain to make these travel arrangements, but support will be given when a member is new to the Club).
- Arrange for one player to bring milk and biscuits/cake if you're not using the bar – tea and coffee is provided by the club
- For home matches – have 3 tins of new balls available
- Inform team players of match fees that are due. These are paid half -way through the season and at the end of the season. Bank transfer payment is preferred using your name as the reference with the following bank details:-

Sort code 40-46-32

Account No 82064049

Ensure that a pen and paper/scorecard is available so that scores can be written down and ensure that all players are marked legibly. Captains are then responsible for entering the scores on the online scorecard asap after the match.

- Double check that the courts have been locked, the patio doors, the clubhouse door and coaches office are locked securely before you leave
- Make sure the water and lights are switched off.
- Ensure the car park barrier is locked.
- For Health and Safety reasons, ensure that no one is left to lock up alone, always have another member with you.

Last updated June 2024