



# CLUB FACILITIES TERMS & CONDITIONS

**Policy Approval Date:** September 2024

**Next Review Date:** September 2026

## **CLUB STATEMENT**

The object of the Club is to provide facilities for and promote participation of the whole community in the sport of Tennis. Omagh Lawn Tennis Club (OLTC) offers tennis enthusiasts of all ages excellent facilities and a thriving social environment.

Ensuring the Club facilities are maintained to a high standard requires the support of all Club members and users of the facilities to ensure that they are always respected and cared for.

## **GENERAL TERMS & CONDITIONS**

- All users of OLTC facilities, including the car park, clubhouse, courts and surrounding paths/areas, do so at their own risk and the Club will accept no liability for any loss or damage. If in any doubt, users should contact the Committee at OLTC for further advice before use.
- OLTC cannot accept liability for any claims, damages, costs and demands in respect of death or personal injury arising from the use of the facility.
- OLTC cannot accept responsibility for the loss of, or damage to personal property incurred whilst on the premises.
- Fire exits are clearly marked and must not be obstructed. An Emergency Evacuation Plan is displayed on the Clubhouse External Notice Board opposite the Clubhouse toilet facilities and on the Clubhouse Internal Notice Board.
- If the fire alarm does go off, you should leave the premises immediately through the nearest safe exit and make your way to the assembly point on the clubhouse side of the main gates.
- OLTC is committed to the health and well-being of its members. Strictly no smoking or vaping is permitted on the premises, this includes the clubhouse, covered walkway, courts and car park. If anybody needs to smoke, please do so outside of the Club gates.
- All users of OLTC facilities must observe the rules and comply with any directions the Management/Committee may give to ensure the smooth, safe and efficient operation of the site. OLTC reserves the right to alter and amend these rules at any time.
- OLTC has full policies for Safeguarding and Diversity & Inclusion. These can be viewed on the 'About' page on the OLTC website – [www.omaghltc.com](http://www.omaghltc.com).
- With no paid officers of the Club, ALL members are encouraged to help with the general maintenance and cleanliness of the Club. Working parties for maintenance are occasionally required and ALL members are encouraged to participate.
- OLTC reserves the right to refuse entry of any individual and in the case of an illegal activity taking place, OLTC will pursue action through the proper legal channels.

## **ACCESS TO THE EXTERNAL PREMISES**

- A key box with the key to the lock of the main gates is used to gain access to the external premises and courts. All Club members will be provided with the code to the key box upon joining the club.
- Members must not share the key box code with non-members of the Club.
- The code to the key box will be changed at least annually and/or when deemed appropriate by the OLTC Committee and Club members will be informed.
- The last member to leave the club must switch off all the lights (if necessary) and ensure the Club gates are locked.

## **USE OF TENNIS COURTS**

Members are expected to behave courteously and to treat the facilities of the Club with due care. All members shall conduct themselves in a manner, which shall not bring either the game of tennis, or the club, into disrepute.

- To minimise the risk of injury, individuals are encouraged to wear tennis shoes when playing. No studded shoes or soles that mark the court are to be worn on the tennis courts at any time. The Committee reserves the right to stop access onto the courts if shoes are unsuitable both for safety reasons and for leaving marks on the court.
- The dress policy for OLTC is that clothes and footwear should be suitable for a sporting activity. Jeans are not permitted, and players must not play shirtless at any time.
- Chewing gum whilst on court is strictly forbidden.
- Persons behaving in a manner likely to disrupt the enjoyment of, or endanger other users, may be asked to leave. No refunds will be given, if applicable.
- Please ensure you use the court you have booked. If your allotted time has passed and others who have a booking are waiting to use the court, please vacate the court. If you want to continue playing/finish your game/set and another court is free, please move onto the vacant court.
- Courts not taken within fifteen minutes of the booked start time may be re-let.
- Please ensure you close the gates when entering/leaving the courts.
- If you need to retrieve balls or walk between courts, please avoid doing so mid game and wait for service.
- Users must always keep the courts clean and tidy and dispose of any litter in the bins provided.
- Should any damage occur during the period of court usage, then the user will be responsible if caused by their negligence. Any damage must be reported immediately to an OLTC Committee member or 'contact@omaghltc.com'.
- Players are requested to leave the court at the agreed finish time.
- During periods of poor weather, the Committee and/or the Coach will decide whether the courts are suitable for playing and will close the facility if necessary.

- Courts cannot be used for coaching purposes of a commercial nature by any individual or organisation unless approved in advance by the OLTC Committee.
- No dogs are permitted in the clubhouse (except registered guide dogs). Any dogs on the Club grounds must be kept on a lead.

## **ONLINE COURT BOOKING AND FLOODLIGHT USE**

Club members may book courts up to 14 days in advance via the AceBook on-line booking system. Courts can be booked for periods in 30 minute slots, depending upon availability.

Floodlight costs are payable at the time of use, using the meters, which take £1 & £2 coins. These are currently charged at £3 p/h (£1 provides 20 minutes light) Please ensure that you put the coins in the meter that corresponds with your court.

Please only book the amount of time that you require, to allow other players access to the courts, and please cancel any booking should it no longer be required.

The Club committee reserves the right to move/re-schedule/cancel bookings as necessary, and would of course keep anybody affected, informed about any changes.

When booking the court via AceBook, please ensure that all club members that will be present are reflected in the booking.

Booking courts for solo practice is restricted to 1 hour maximum and only courts 2, 3 & 4 should be booked for this purpose. If when you arrive at the Club you find that Court 1 is vacant/not booked you can switch your booking to Court 1. When booking a court for solo practice, please select 'MAXIMUM 1 HOUR SOLO PRACTICE' from the drop-down selection.

Non-members can register on AceBook and hire a court on a Pay & Play basis. Court 1 costs £20 p/h and all other courts are charged at £10 p/h. Racquets and balls may also be hired by non-members at a charge of £5 p/h per booking.

If the court is to be used by a member with a non-playing club member or non-member of the club, when the booking is made the club member must select 'Guest/Non-member' from the drop-down list. A fee of £10 will be charged on court 1 for non-members playing and £5 will be charged on all other courts. Only 1 non-member needs to be reflected in the booking.

All fees for non-members/guests will be charged through the AceBook system at the time of booking, which permits payment by PayPal or Credit or Debit card.

Any member found to be using the name of other members when booking courts in order to avoid paying for guests/non-members will be subject to the Club's Complaints and Disciplinary Policy, as will any member who allows their name to be used, knowing it is to avoid a fee being paid.

Please note that prices are subject to change without notice. The up-to-date price for Pay and Play will always be reflected on the Club website.

## **USE OF TENNIS BALL FEEDER MACHINE**

There is a tennis ball feeder, which is stored in the OLTC office and is available to all OLTC members, free of charge. Its use is subject to:

- Acceptance that all users of the tennis ball feeder, use it at their own risk.

- Use of the tennis ball feeder is subject to at least one adult being present at all times and only adults may operate the ball feeder.
- It can only be used on Court 1 and Court 2 (as it requires an electrical socket.)
- It must not be used in wet conditions.
- It is the responsibility of the Club member who takes out the ball feeder to set it up on the court and to safely return it to the office after use and to ensure it is stored in a tidy manner.
- The user will need to supply their own tennis balls, these are not provided by the Club.
- The Club reserves the right to remove/restrict the access to the ball feeder if the terms of use are not being respected or for any reason.

## **TENNIS BALLS**

Tennis balls are only provided by the Club for Internal & External Leagues and other organised events. For general play you must provide your own tennis balls.

For the Internal Leagues, tennis balls will be provided and placed in the light box cupboard for players to collect at the start of their playing time. When finished, all tennis balls provided should be collected up and placed on the radiator in the Clubhouse office (behind the door) to allow them to dry out ahead of the next use. Nikki will then re-tube the balls and have them ready for the next league night/morning. Please ensure that **only** the balls provided for the Internal League are placed on the Clubhouse office radiator.

Please remember to take your own balls with you and if any balls are no longer suitable for play, feel free to place them in the bucket for dog owners to take for their pets.

Any used balls that are found/left behind on the court should be placed on the radiators in either the men's/ladies' changing rooms and when dry they can be assessed for playability. If they are still suitable for play, anyone can use them. If not, please place them in the bucket for dog owners.

## **USE OF CHANGING ROOMS**

The policy in respect of the acceptable use of the changing rooms applies to all players, coaches, volunteers, parents/carers and any other individuals using the facilities at any time.

- Children cannot use the changing rooms unless accompanied by a parent/guardian.
- Under no circumstances will adult players, coaches, volunteers, etc. change or shower at the same time as children using the changing rooms.
- Mixed gender groups of children will have access to separate changing rooms, or use the same changing room but at different times.
- If the Club are made aware that a child or adult self-identifies as a gender that differs from the gender they were assigned at birth, we will work with them and their parents/carers (where it relates to a child) to make reasonable adjustments to changing arrangements to suit their needs.
- Mobile phones and other electronic devices must not be used in changing rooms.
- Where no changing facilities are available children, parents and travelling teams/players

will be made aware prior to the game and advised to make alternative arrangements and to take appropriate additional clothing e.g. tracksuits and go home afterwards to change and shower, etc.

- Hot water might not be available on demand for showers, etc. therefore if this is required, please notify OLTC by sending an email to 'contact@omaghltc.com' at least 48 hours in advance, to ensure this can be organised.

## **USE OF THE CLUBHOUSE**

The terms and conditions of the use of the clubhouse applies to all players, coaches, volunteers, parents/carers and any other individuals using the facilities at any time.

The clubhouse can be hired for personal/external activities. All enquiries for the hiring of the clubhouse should be directed to 'contact@omaghltc.com'. If the Committee has approved the use/hire of the clubhouse for non-tennis club activities, members should avoid using the clubhouse during that time.

Member access being provided to the clubhouse is subject to the following rules being adhered to at all times and access might be restricted/removed for all, if individuals do not respect and take care of the facilities:

- All members of OLTC can access and use the clubhouse using the key which is kept in the key box beside the clubhouse entrance. All Club members will be provided with the code to the key box upon joining the club.
- Members must not share the key box code with non-members of the Club.
- The code to the key box will be changed at least annually and/or when deemed appropriate by the OLTC Committee. Members will be advised of any changes to this code.
- The club cannot be held responsible for any personal belongings left in the clubhouse.
- The last member to leave the clubhouse must switch off all the lights and heating (if applicable) and ensure the clubhouse is locked and the key placed back in the key box.
- Members/users of the clubhouse are responsible for ensuring the clubhouse is kept clean and tidy etc. must not leave dirty cups and plates behind them. Please wash, dry and put away anything used from the kitchen and ensure all tables are wiped clean.
- Whilst tea and coffee is generally available in the clubhouse for members, fresh milk needs to be provided by the user of the clubhouse, unless there is an organised Club social activity, when this will be made available.
- Users of the clubhouse must ensure all rubbish is placed in the bin(s) provided.
- Smoking or vaping is not permitted in the clubhouse.
- The Fire doors must be always kept clear of obstructions.

**OLTC reserves the right to amend these terms and conditions and to restrict/remove access rights to the clubhouse without consultation at any time.**

This policy will be made available to all through the Club's website [www.omaghltc.com](http://www.omaghltc.com).