

# Broomhall Park Tennis- Rules & Regulations

By holding a Season Ticket for Broomhall Park Tennis, you agree to abide by the following rules:

## 1. Season Tickets

1.1 Season Tickets for the Tennis Courts shall be open to all residents of Sunningdale.

1.2 Season Tickets will be open to residents of other areas at the discretion of the Sunningdale Parish Council (SPC)

1.3 The Season Ticket categories are:

<b>Tennis Season Ticket Category</b>	<b>1 September 2024 to 31 August 2025</b>	<b>1 September 2025 to 31 August 2026</b>
<b>Junior</b> (age 5 – 17)	£32.00	£32.00
<b>Adult</b> (18+)	£66.00	£66.00
<b>Senior</b> (60 + )	£56.00	£56.00
<b>Family</b> (includes up to 2 adults and 4 juniors)	£134.00	£134.00
<b>Student</b> (proof of student status required)	£42.00	£42.00

1.4 Broomhall Park Tennis may withdraw the Season Ticket of any player or coach who contravenes the Rules of the Parish Council.

1.5 A Season Ticket Holder's shoe tag is proof of the Season Ticket and must always be visible for inspection when on the courts.

1.6 Code of Season Tickets:

- Season Ticket Holders may bring guests to play for an additional charge of £1.75 per session (hour) payable online when booking your court or directly in cash to the parish office.
- Junior Season Ticket Holders may not bring guests.
- Season Ticket Holders under 12 years of age should be supervised by a responsible adult.

Please ensure that you name all players in your sessions under the 'Add Participant' field on ClubSpark when making your booking. You will then be charged the £1.75 guest fee (per guest) for non-Season Ticket holders upon confirming your booking.

## 2. Season Ticket Subscriptions

2.1 Season Ticket Subscriptions shall be subject to review.

## 3. Use of Courts

3.1 Courts are bookable from 8:00 to 20.00/21.00 (last booking runs until 20.00 in the Winter season and 21.00 in the Summer season)

3.2 The entrance gate system is unlocked via a personalised Pin which is sent out automatically on your booking confirmation.

3.3 Bookings are to be dealt with by the Parish Office via ClubSpark or by phoning the Parish Office during opening hours. If you turn up to play without booking you may book via the office if it is open, or the booking must be made via ClubSpark.

3.4 Sunningdale Parish Council reserves the right to allocate court time for the exclusive use by Season Ticket Holders sessions. Allocation of court time and booking arrangements shall be determined and reviewed by the Parish Office and published on the Sunningdale Parish Council website.

3.5 Season Ticket Holders may only book one court on any one day for a maximum of 2 hours. A Season Ticket Holder can book 14 days in advance and can make up to 3 bookings in a 7-day period (the 7 day period starts from the first booking made). All bookings are subject to fair usage and the Council may revoke the Season Ticket of anyone considered to be abusing the booking system.

3.6 The Parish Council reserves the right to have sole use of the courts at certain dates/times which will be reserved through the online booking system, ClubSpark at least one week in advance.

## 4. Coaching

4.1 Coaching is permitted but is subject to review by the parish council if it causes distraction to other players.

4.2 Coaching must be booked via the Parish Office and is liable to VAT unless booked for a season in advance.

4.3 Cancellation of courts booked for coaching purposes only, must be notified to the Parish Office within 1 hour of cancellation. Refund of fees within this period is at the discretion of the Parish Clerk and no refund is made if notification is received outside this window.

4.4 All persons (including Juniors) receiving coaching must be Season Ticket Holders of Broomhall Park Tennis. Persons receiving coaching who are not a Season Ticket holder are allowed a maximum of 2 sessions as a paying guest before a Season Ticket must be purchased. It is the responsibility of the coach to ensure these rules are followed.

4.5 All coaches running sessions at Broomhall Park Tennis must only book a maximum of 2 courts at one time. For coaches to book all 3 courts at one time prior approval must be granted by the Parish Council prior to the beginning of the coaching session.

4.6 All coaches must abide by the LTA Code of Ethics for coaching. Any breaches of these will be reported to the Lawn Tennis Association.

4.7 Coaches at Broomhall Park Tennis will not act in a manner which precludes other coaching activities from taking place.

4.8 The Parish Council reserves the right to remove any coach or coaching organisation in breach of any of these rules without notice.

## 5. Dress, Behaviour and Court Care

5.1 Appropriate sports attire (no jeans) must be worn on the courts. Tops must be always worn.

5.2 Players must wear soft-soled tennis shoes. Non-marking shoes must be worn; if shoes are marking the surface you will be asked to leave the court. Season Ticket shoe tags should be attached to laces.

5.3 Un-sportsmanship, noisy behaviour and foul language will not be tolerated. Continued infringement of this rule will result in the player concerned being asked to leave the court and the Season Ticket will be cancelled without refund.

5.4 Do not place heavy objects on the surface. Sharp toys, roller skates, in-line skates, bicycles and scooters etc. are not permitted on the courts.

5.5 All litter must be removed from the court and placed in a litter bin.

5.6 When you leave the courts, ensure the gate is closed and locked.

5.7 Never lean on or attempt to jump the net.

5.8 Used chewing gum is to be placed in a litterbin, and not left on the courts' surface.

5.9 No smoking within the vicinity of the courts.

## 6. Animals

6.1 No animals are allowed on the courts.

## 7. Publicity

7.1 Players agree to allow parish council to use any images of myself or family (in case of family Season Tickets) in publicity material which promotes the Broomhall Park Tennis Courts e.g. on the Sunningdale Parish Council website and Facebook page. The Parish Council will not divulge names or the names of family members.

7.2 Players agree for the parish council to contact by email as part of the 'Tennis Flash' updates.

7.3 To opt out of 7.1 and/or 7.2 then please contact [deputy.clerk@sunningdale-pc.gov.uk](mailto:deputy.clerk@sunningdale-pc.gov.uk)

7.4 Sunningdale Parish Council, as the owner / operator of Broomhall Park Tennis abide by the Data Protection Act 2018 and all personal information held by the council conforms to the General Data Protection Regulations of May 2021. For further information please access the Council Privacy notice published on the Council website – [www.sunningdale-pc.org.uk/cookie-privacy-policy/](http://www.sunningdale-pc.org.uk/cookie-privacy-policy/).

## Court Administration

Please observe the following when booking and using the courts.

### 1. Court Access Times

The Courts are available for play between 8.00am – 20.00/21.00 (last booking runs until 20.00 in Winter, 21.00 in Summer)

### 2. Court Bookings

Season Ticket Holders may book courts 2 weeks in advance and can make up to 3 bookings in a 7-day period (the 7 day period starts from the first booking made). Pay & Play sessions can be booked one week in advance. This service may be suspended in the event of bad weather in the winter.

### 3. Court Book Ability

All courts are bookable except during regular open Season Ticket Holder sessions. Please note that during occasional Season Ticket Holder events, i.e. competitions and matches, no courts are book-able and Sunningdale Parish Council reserve the right to have sole use of the courts at certain dates/times. These occasions will be visible on the booking page within ClubSpark.

### 4. Booking Method

To book a court, you may book via the online booking website (ClubSpark). If you turn up to play without booking, you must register at the parish council office (only available during office hours).

### 5. Late Arrival for Bookings

If a Season Ticket Holder or pay and play guest has booked a court and does not turn-up within 15 minutes of the booked time they forfeit the court, and another Season Ticket Holder/pay and play guest could be allocated the court, but the SPC office request that common sense should prevail in these instances.

### 6. Instructions of use of the Floodlights

The use of floodlights must be purchased for bookings once day light starts to fade (the time will vary throughout the year). Please note floodlights cannot be used or purchased on Sundays and Bank Holidays due to Borough regulations.

Floodlights are to be purchased at time of booking via credit / debit card on ClubSpark or directly in cash to the parish office.

Floodlight cost is £2 per hour per court. (for pay and play court the cost will be £10 per hour; £8 for the court and £2 for the floodlight)

Floodlights will be switched on 5 minutes prior to your booking and switched off 5 minutes past the end time of your booking. Please vacate the court on time.

All bookings can be cancelled up to 1 hour prior to the start of the booking. This will allow season ticket holders to claim a refund on their floodlight fee and will allow pay and play bookings a full refund.

We ask that all players (Season Ticket holders and pay and play) cancel their court bookings if they are no longer needed.