

*Waverley
Tennis*



Junior Tennis
GUIDELINES

TO
COMPETITION
BY-LAWS

TO BE DISPLAYED
IN CLUBHOUSE



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WAVERLEY TENNIS JUNIOR TENNIS

GUIDELINES TO COMPETITION

BY-LAWS

These Guidelines have been prepared to assist in the interpretation of the Waverley Tennis Competition By-Laws, in particular for Venue Supervisors or supervising parents who may not be generally familiar with tennis rules and tennis etiquette, and for new players who are commencing tennis competition.

Waverley Tennis welcomes feed-back and comment on these Guidelines, especially on any areas not covered and which are of concern in the smooth running of the Waverley Tennis Junior tennis matches.

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WAVERLEY TENNIS JUNIOR TENNIS

GUIDELINES TO COMPETITION

BY-LAWS

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1. GENERAL COMPETITION

1.1 Player Grades (ref. By-Law 11)

All players that have competed in the Waverley Tennis Junior Competition will have been given a 'Waverley Personal Grading'. Changes to this grading are forwarded to the players' respective clubs at the completion of each season.

It is the responsibility of the individual clubs to maintain their own player records.

1.2 Order of Play (ref. By-Law 9)

For SINGLES/DOUBLES matches, players must play in the order they are registered with the Waverley Tennis for that season.

EMERGENCY players in SINGLES/DOUBLES matches must play in order of merit as determined by their club on the day of the match.

For DOUBLES matches, i.e., "C" Grade, "D" Special and "D" Grade, players may play in any order from week to week, and should be encouraged to rotate their positions to improve the team's performance.

In DOUBLES matches, all players must play in the same order of play for all sets played on the same day.

Teams will be penalised by 'Loss of Points' for all sets where players have played out of order.

1.3 Emergency Players (ref. By-Law 11)

A player who is used to fill a team vacancy, when a regular player is unavailable, is referred to as an 'emergency player' and may be substituted only from a lower graded team, i.e. can only 'play-up'.

In addition, the emergency player may come from the club's emergency list and have appropriate 'Waverley Personal Grading', or may transfer from equivalent grade within the Junior Competition, e.g., may transfer from "C" Grade (1) Mixed to "C" Grade (1) Boys or "C" Grade (1) Girls Section to fill a vacancy on the day.

Any other situations concerning the use of emergency players require prior approval from the Match Committee of the Waverley Tennis.

1.4 Parental Supervision

The Waverley Tennis expects that all Junior teams shall have a rostered parent or adult in attendance with each team throughout the morning's play at all home and away matches. (See also under 'POLICIES').

The supervision requirements for home clubs are covered in By-Law 15.

1.5 Outside Courts

Where clubs field more teams than they have available home courts, or elect to use additional courts for whatever reason, arrangements to use alternative neighbouring club courts are made. Such courts are referred to as 'outside courts'. Regular 'outside court' usage by a team is nominated in the Waverley Tennis **Official Handbook and Fixture**. Visiting clubs should make themselves aware of such arrangements in order to avoid incurring a late start penalty.

When arrangements are made to use 'outside courts' on an irregular basis, the home club must advise the visiting club by no later than the Wednesday prior to the match.

Clubs using 'outside courts' must provide an additional senior member to act as a supervisor and referee at the 'outside court' venue in use.

1.6 Tennis Attire (ref. By-Law 17)

Players need to be able to present themselves for commencement of play in appropriate tennis attire, including shorts/skirts and correct footwear that will not damage the playing surface, to avoid the danger of forfeiting the first set. If incorrectly attired, players shall be given up to fifteen (15) minutes (or until 8:30 a.m. in the case when play has not commenced) to present themselves properly, or otherwise forfeit the set.

Players are **ONLY** permitted to wear additional suitable clothing (e.g. track suit pants or warm up pants) for warmth when weather conditions dictate.

Dress Standard - **Not permitted** - bold advertising or slogans, football, jogging, cycling, board, bermuda, boxer, running and walk shorts (or any other casual shorts), or casual clothing such as jeans, jumpers, jackets, oversized garments, bathers, bikini-tops or topless play (ref. By-Law 17 for full details).

Footwear Standard - **Not permitted** - ripple sole, jogging, running, cricket shoes or shoes with a raised heel or with studs, also sneakers, studded shoes, desert boots, casual/street shoes, or any other shoe that will damage or mark the tennis court surface (refer By-Law 17 for full details). Players wearing incorrect footwear shall not be allowed on the court, or if play has already commenced, shall be directed to leave the court immediately and to change into the appropriate footwear. It is recommended that all clubs should keep on hand a selection of various size footwear to assist in those cases where players may not be readily able to change into more suitable and acceptable footwear.

At all times, commonsense should prevail in the adjudication of what is acceptable or unacceptable tennis attire, i.e. what a reasonable person would consider as suitable tennis attire in a particular circumstance, yet upholding the defined and desired standards set down in this area for the game of tennis.

The **venue supervisor** shall adjudicate on all issues pertaining to tennis attire.

1.7 Provision of Playing Balls (ref. By-Law 16)

Each home team shall provide a minimum of two (2) new tennis balls and two (2) good used balls per match for each morning's play.

In the final series each competing team shall provide two (2) new tennis balls for each final series match.

1.8 Timely Commencement/'Hit-ups' (ref. By-Law 13)

It is essential that play commences at 8:15 a.m. (after 'hit-up') in order to ensure that all sets are completed during the morning's play. The 'hit-up' should be completed prior to the commencement time. Players arriving late are not entitled to a 'hit-up'. The complete team must be in attendance by 9:30 a.m., otherwise the match is forfeited by the defaulting team.

When players arrive later than 8:30 a.m., the home club must make a decision to play the first set or to claim a forfeit. Alternatively, the home club may choose to advise the visiting players that the first set will only be played after all other sets have been completed and, if unable to be completed, then they will be required to forfeit that set or any unfinished games. If the home club is at fault, the reverse shall apply.

All clubs are advised by Waverley Tennis that it is in the interest of both the players and the sport that all sets are played and that results are not obtained simply by forfeit.

All play shall cease at 12:15 p.m. If in the middle of a set, the game that is in progress shall be completed, but not the set. This requirement must be strictly enforced at all venues.

The second set listed on the result card is permitted a small hit-up in Junior matches, afterwards no other hit-ups are to be allowed.

Slowness in bagging and watering at the end of sets played on red porous tennis courts is to be discouraged and players from both teams (i.e. home teams and visiting teams) are required to assist in the bagging and watering duties (ref. By-Law 25f).

1.9 Playing Rules (ref. By-Law 7)

All matches are played in accordance with the 'Rules of Tennis', as issued with the approval of Tennis Australia. All clubs should have a copy of the 'Rules of Tennis' prominently displayed and available in their clubhouses.

In particular, the following should be noted:

Net Interference - When attempting to play a shot, if any part of the player's body, clothing or racquet comes in contact with the court net, or the ground within his opponent's court, then the point is lost, irrespective of where the ball lands. (Rule 24f).

Out of Court - If the ball in play touches the player or anything that the player wears or carries prior to the ball landing outside the court lines, no matter how obvious the ball appears to be out, then the point is lost. (Rule 24h).

Ball left on Court - If a first serve ball is out but remains on court and the second serve ball strikes the ball lying on the court, play must continue. If the second serve ball becomes unplayable due to striking the first ball, then the point is lost by the receiver as the receiver should have cleared the first ball from the court. (Rule 25f).

Catching of Ball - If the ball was certainly going out of court and a player standing outside the court volleys the ball or catches it in his/her hand, then the point is lost (the player cannot claim the point, the ball must be allowed to actually bounce outside the court lines). (Rule 24 e & h).

Copies of the 'Rules of Tennis' are available from the Waverley Tennis website.

1.10 Footfaulting (ref. By-Law 7)

The server shall not infringe against the 'Rules of Tennis' throughout the delivery of the service. (Rule 18).

When intervention by a **venue supervisor** is sought, the **venue supervisor** must firstly closely observe the player's action and be absolutely satisfied that the player in question is infringing. The **venue supervisor** should then:

- 1) Warn the player that he/she is footfaulting and advise of the nature of the footfault, e.g. standing with a foot on the baseline before hitting the ball, or on hitting the ball, while serving.
- 2) In instances of repeated footfaulting by a player, and with the agreement of the player's team, appoint an umpire (Chair Umpire or Linesperson) to act as a footfault judge and call a footfault only when he/she is positive that the Rule has been broken.

A footfault must not be called until the ball is struck.

The player must receive the benefit of any doubt.

If a **venue supervisor**, during surveillance of matches at the venue, is positive that a player is footfaulting he/she should take immediate action, as above, and not wait for a complaint to be raised by opposition players, team managers or spectators. In other words, be proactive in dealing with clear cases of footfaulting. FOOTFAULTING CONSTITUTES CHEATING.

Intervention by a **venue supervisor** must be taken as soon as he/she becomes aware of a player footfaulting; do not wait until near the end of the match to warn a player as this will lead to disputation and resentment - act as early as possible in the match.

1.11 Preparation of Tennis Courts for Play

Waverley Tennis requires players from both the home team and the visiting team to assist in the bagging and watering of red porous tennis courts at the completion of each set played (ref. By-Law 25f). In the event of inclement weather it is expected that players from both competing teams will assist with preparing the courts ready for play (ref. By-Law 25f).

The **venue supervisor** should ensure that all players assist in these duties, as a courtesy to each other and to avoid extended loss of playing time between sets.

Court lines shall also need sweeping on a regular basis, usually at the completion of each set, and, again, players from both teams should become involved.

1.12 Filling In and Return of Result Cards (ref. By-Law 19)

Result cards shall be filled in progressively on the completion of each set played to avoid disputation over scores at the end of the match.

After the final set, the home team captain shall fill in the match points score and both team captains shall sign the card to indicate that all details on the card are correct. This result card then becomes the **official** record of the match and serves as the Waverley Tennis record for points allocation, players eligibility, and so on.

'Waverley Personal Gradings' are not to be shown on Junior result cards, except in the case of new emergencies, where personal grading are to be shown.

Emergency players must also be written on the result cards as an emergency. This is simply done by placing the letter "E" against the player's name or personal grading.

The home team's club is responsible for forwarding the result cards to Waverley Tennis and the result cards must reach the appropriate Junior Record Secretary by the Tuesday following the day of the match.

Waverley Tennis prefers the hand delivery of result cards. If result cards are posted, the result cards should be mailed to the private address of the appropriate Junior Record Secretary by Sunday night at the latest and preferably from a mail delivery centre or post office (street letter boxes are not recommended). It is each home teams club's responsibility to ensure that result cards are received by Waverley Tennis in time - MAILING ON MONDAYS COULD PROVE TO BE TOO LATE.

When mailing result cards, please use the correct postage amount; non-standard envelopes must carry additional postal charges. If not, Waverley Tennis pays the difference, plus a penalty.

Where non-attendance at a match is agreed to due to inclement weather, the clubs of both teams must forward a result card to Waverley Tennis.

For Finals matches, see By-Law 19 for ruling practices.

1.13 Scoring Disputes (ref. 'Tennis Etiquette'/'Rules of Tennis')

NOTE: 'Tennis Australia's Tennis Etiquette & Rules for Non-Umpired Matches' is published from time to time in the Waverley Tennis Handbook and Fixture (check for in the current edition); copies of the 'Rules of Tennis' are available From the Waverley Tennis website and all Tennis Clubs should have a copy on display for reference in their clubhouses.

Cannot agree on point score in a game or on game score -

If players cannot agree on the score, they should calmly discuss the points/games that are the areas of disagreement. If they cannot reach agreement they should replay only the points or games in question. All points or games which the players agree on stand, e.g. 2 players cannot agree on whether the score is 40-15 or 30-30, but agree on the winner of the 1st, 2nd and 4th points. Therefore only the 3rd point needs to be replayed.

To minimise the possibility of 'forgetting the score' and to avoid any disputation and controversy over the score, the server should announce the game score before starting a game and the point score prior to serving for each point. If in disagreement, the receiving player/s should query the score prior to the serve proceeding.

Serving from wrong court -

The point stands as played and the next service should be from the correct station according to the score. In other words, all play resulting from such wrong service or services shall stand, but the

inaccuracy of station shall be corrected immediately it is discovered. (Rule 27). In adjusting to the correct station it will mean serving twice from the same side. Similar arrangements apply to the 12 point tiebreaker (Rule 27).

Serving out of turn in singles -

If a player serves out of turn, the player who ought to have served shall serve as soon as the mistake is discovered, but all points scored before such discovery shall stand. A fault served before such discovery shall not stand. If a game shall have been completed before such a discovery, the order of service shall remain as altered. (Rule 27c).

Serving out of turn in doubles -

If a partner serves out of his turn in doubles, the partner who ought to have served shall serve as soon as the mistake is discovered, but all points scored, and any fault served before such discovery, shall be counted. If a game shall have been completed before such discovery, the order of service remains as altered. (Rule 27c).

Serving from wrong end -

If a mistake is made and players have not followed the correct practice in respect to changing ends, i.e., the correct sequence has not been followed, the players must take up their correct serving position as soon as the discovery is made and follow their original sequence. (Rule 27b).

It is the responsibility of all players to be aware of (a) who should be serving, (b) from which court and (c) from which end.

Line dispute -

Each player is responsible for all decisions in his/her half of the court. If in doubt, give your opponent the benefit of the doubt and play the ball as good. A let should not be played in cases of doubt. (Refer to Tennis Etiquette, Rules for Non-Umpired Matches).

The call made has to be accepted.

Players are prohibited from checking the mark of the ball on their opponents' side of the court, unless invited by their opponents to do so. Ball mark inspections are only permitted on red porous tennis courts.

Where players are dissatisfied with the line calling of their opponents, the **venue supervisor** should be requested to observe the play, or, with the agreement of the opponents' team, appoint an umpire to act as the Chair Umpire for the remainder of the match. The Chair Umpire should call the score according to the 'Rules of Tennis'.

1.14 Match Results (ref. By-Law 8)

For **home and away matches**, the following applies:

Junior Doubles - Set is won by the first team to win 6 games in any set, i.e., **no tiebreaker is played.**

Junior Singles/Doubles - Set is won by the first team to win 6 games in any set, except that the team must win by a margin of 2 games over the opposing team. In the event that the score reaches 6 games all, a **12 point tiebreaker** shall be played to decide the winner of the set (see By-Law 29 for details of the tiebreaker system of scoring).

Junior President's Cup - As above for Singles/Doubles, except that the **12 point tiebreaker** shall be played at 7 games all in the '8 Game Set'. **NOTE: Finals matches consist of three (3) rubbers.**

Sunday Morning "Triples" Singles/Doubles - Set is won by the first team to win 6 games in any set, except that the team must win by a margin of 2 games over the opposing team. In the event that the score reaches 6 games all, and except in D Grade matches, a **12 point tiebreaker** shall be played to decide the winner of the set (see By-Law 29 for details of the tiebreaker system of scoring). **NOTE: Tie breakers at six games all will apply to all Grades except D Grade.**

Winning team - On completion of the morning's play, the winner is declared as the team with the most games won. If games are equal, the team winning the most sets is declared the winner. If games and set are equal, the match is a draw. In President's Cup matches, the match is decided on sets won, if sets are equal then the match is decided on games. In Finals matches, the President's Cup is decided on rubbers won.

For final series matches, there must be a winner of each finals match, and the following applies in the event of a draw:-

All formats - The last four players on the court shall then play a **12 point tiebreaker** to decide the winning team or, in the event of two sets finishing together, then the last four players listed on the card shall play a **12 point tiebreaker** to decide the winning team (ref. By-Law 22 for further information).

1.15 Players Absent from Venue (ref. By-Law 13)

To assist in the timely completion of the morning's play and in the interests of the safety and security of all Junior players, players are not permitted to leave the playing venue during the course of the morning's play, i.e. until the matches are completed. By 'playing venue' it is meant the courts, clubhouse and precincts of the club.

Players who may have been requested to leave early by a parent or parents must seek prior permission from the **venue supervisor** before leaving the venue and all **venue supervisors** should ensure that all Junior players are made aware of the need to seek approval if they are departing before the completion of a match.

Junior players should also be reminded by **venue supervisors** that they must be ready to commence play within 10 minutes of the completion of the previous set, otherwise they run the risk of forfeiting their next set. In applying this By-Law (By-Law 13), matches are to be considered as being played on one court only, regardless of the availability of second courts.

Venue supervisors need to exercise reasonable care of all Junior players whilst such players are under their care and supervision and the foregoing provisions must be strictly enforced at each playing venue where Waverley Tennis conducts Junior tennis matches. Failure to maintain or restore discipline at a playing venue may also substantiate a breach of the standard of care which **venue supervisors** have to show in the conduct of their duties.

Clubs using 'outside courts' must also observe these matters.

1.16 Wash-Outs (ref. By-Law 25)

In the event of inclement weather (wet, rainy or stormy/cyclonic), if Junior matches have not commenced by 9:45 a.m., play shall be called off (read 10:30 a.m. for Sunday morning matches).

If it is firmly believed by the **venue supervisor** that play will be unable to be commenced by 9:45 a.m., a 'wash-out' should be declared, unless both team captains agree to wait until 9:45 a.m. and then re-assess the situation. 'Wash-outs' ought not to be declared too early, unless it is believed that the courts concerned would be most unlikely to be ready for play by 9:45 a.m. even if the rain were to stop immediately.

At all times, the home club, represented by the **venue supervisor**, has the right to decide as to whether courts are unfit for play, however, either captain shall have the option to stop play during rain, even if the court surface is deemed fit for play.

In the case of 'wash-outs', both team captains shall sign the result card in the normal manner (result cards must be fully completed with the names of the team members of both teams). Again, the home team's club is responsible for forwarding the result card to Waverley Tennis.

Where it is obvious that play is unlikely to be commenced on a particular morning, a visiting team may phone the home club prior to departure to determine the possibility of play commencing. If a 'wash-out' is declared, then it is not necessary for the visiting team to attend the venue courts, however, it is necessary for both teams to forward a result card listing team members to Waverley Tennis. In other words, individual matches may be cancelled without teams attending the courts, providing that it is mutually agreed to by both captains, otherwise players must attend courts.

If play is stopped due to weather or court conditions, both captains must agree before the match is abandoned. However, if play has not resumed within one and a half hours after the cessation of play, then either captain shall have the option to abandon the match.

1.17 Sickness During Play (ref. By-Law 26)

Where a player becomes indisposed (ill) during a match, or is prevented through injury or any good and sufficient reason from continuing the match, all remaining games of the incomplete set/rubber shall be forfeited.

A substitute shall be allowed to take the place of any player who is prevented from completing the match. A team requiring a substitute player shall be allowed thirty (30) minutes, from the time of the occurrence of the event which led to the need for a substitute, to arrange such a player to be in attendance and on court ready to play.

Play shall never be suspended, delayed or interfered with for the purpose of enabling a player to recover his/her strength, breath or physical condition. However, in the case of accidental injury, the 'Rules of Tennis' stipulate that a **one-time** three (3) minute suspension of play may be allowed for that injury. (Rule 29c).

Under the Tennis Australia Code of Conduct, in the case of accidental injury, a Referee or Umpire may allow a one-time three (3) minute suspension for that injury with the option of extending this to not more than ten (10) minutes at the discretion of the Referee. In Waverley Tennis matches, the exercising of this option shall be at the discretion of the **venue supervisor** who should be immediately advised if a player becomes injured on court.

Where a player is clearly suffering from cramps, or heat related illness, he/she must be provided with immediate assistance, however, the foregoing would apply.

1.18 Coaching (ref. Code of Conduct/Tennis Etiquette)

A player shall not receive any type of coaching from any person while a match is in progress.

Coaching is not permitted whilst a court is being serviced at the end of or during a set and players are still on court.

Coaching shall only be permitted during interruptions to play caused by inclement weather, etc. where players actually leave the court.

By coaching, it is meant any instructions whatsoever (including 'descriptive' encouragement).

Off-court involvements -

Players should not enlist the aid of spectators, including parents, coaches, etc., in making line calls, or attempting to determine other on-court matters.

Spectators -

Spectators should not disrupt or interfere with a match, regardless of whether they are known to any of the players. This applies to coaches, parents, family or friends. Where a match is being disrupted or interfered with by the action of spectators, known to or unknown by one or more of the players, or where obvious instructions are being issued to players, the **venue supervisor** must act and issue a warning to the spectators to ensure that any disruption is controlled and request the spectators to watch from a 'suitable' distance. If the problem persists, the **venue supervisor** should prepare a full report on the incident and submit the report to Waverley Tennis immediately after the conclusion of the match. This action also applies to any on-site disruption caused by spectators.

“D” Grade Junior Matches (Home and Away Matches) -

In “D” Grade Junior Matches, home clubs should provide an additional supervisor/s for the home and away matches, who may be positioned on court to assist the players in the conduct of the match. If an on-court supervisor is in place, this supervisor shall not provide any coaching tips or instructions to any of the players, but is there to advise on the rules of the game, scoring and other matters pertaining to tennis etiquette.

1.19 Spectator Misbehaviour/Unseemly Involvement (ref. Code of Conduct)

Refer to above Section 1.18 on 'Coaching' (Spectators).

The **venue supervisor** shall request the spectators concerned to refrain from continuing with any interference or intimidating/aggressive behaviour.

Failure to respond can then be addressed only by reporting the misbehaviour to Waverley Tennis. It would also be in the interests of all parties, if the club concerned was also informed that spectators (supporters) from its club were conducting themselves in an unsatisfactory manner.

Under no circumstances can the players be penalised for the action of spectators in non-umpired Waverley Tennis Junior matches.

The **venue supervisor** should advise the offending spectator/s of his/her intention to submit a report to Waverley Tennis and then should remain visible and close by during the remainder of play of the set or match in question (and of the remaining morning's play). If the latter is not possible, a delegate should be appointed to monitor proceedings and ensure that minimal interference occurs from off-court involvements.

This Code infringement is one of the most difficult for officials to gain a positive response from, but the outlined approach should be attempted in order to ensure the proper conduct of all Junior matches.

1.20 Abusive/Coarse Language (ref. By-Law 31.2/Code of Conduct)

Under the Code of Conduct, a player, during any tournament or competition, shall not verbally abuse any official, opponent, spectator or other person. For the purposes of this Rule, verbal abuse is defined as a statement directed at an official, opponent, spectator or other person that implies dishonesty or is derogatory, insulting or otherwise abusive ('Verbal Abuse').

Also under the Code of Conduct, a player shall not use offensive or obscene language during any match, or within the precincts of the tournament site. For the purposes of this Rule, audible obscenity is defined as the use of words commonly known and understood to be profane and uttered clearly and loudly enough to be heard by any on-court officials and by spectators ('Audible Obscenity').

In instances of the above occurring, the **venue supervisor** shall immediately issue a warning to the player to refrain from such unsatisfactory language. If the player persists with the use of abusive/coarse language, the player should be advised that an official complaint will be submitted to Waverley Tennis and the **venue supervisor** should fully report on the abusive/coarse language, quoting the words actually used and a full account of any warnings issued, etc. A copy of the report should also be sent to the player's club.

Under no circumstances should the offending player be made to forfeit points or games, or be defaulted from the match or the remaining morning's play. **Venue supervisors** are not empowered to take on the role of a Referee, but must leave the handling of reports of violations of the Code of Conduct and the determination of any appropriate penalties to the Waverley Tennis Complaints Sub-Committee.

NOTE: Waverley Tennis will review this guideline if it is seen to be ineffective, however, **venue supervisors** should make their reports **IN ALL INSTANCES** if the guideline has any chance of success.

1.21 Bad Temperament Displays/Unsportsmanlike Conduct (ref BY-LAW 31.2/Code of Conduct)

A player shall not, during any match or at any other time within the precincts of the site of a sanctioned event, engage in conduct to the prejudice of the image and integrity of tennis.

A player shall not violently or with anger hit, kick or throw a tennis ball, racquet or other equipment, or in any way unreasonably interfere with any court fixture and equipment. For the purposes of this Rule, abuse of balls is defined as intentionally hitting a ball out of the enclosure of

the court, hitting a ball dangerously or recklessly within the court or hitting a ball with negligent disregard of the consequences. In addition, abuse of racquets or equipment is defined as destroying or damaging racquets or equipment or intentionally and violently hitting the net, court umpire's chair or other fixture during a match out of anger or frustration.

In instances of the above occurring, the **venue supervisor** shall immediately issue a warning to the player to refrain from such unsatisfactory conduct. If the player persists with the unacceptable conduct, the player should be advised that an official complaint will be submitted to Waverley Tennis and the **venue supervisor** should fully report on the unsatisfactory conduct, in detail and provide a full account of any warnings issued, etc. A copy of the report should also be sent to the player's club.

Under no circumstances should the offending player be made to forfeit points or games, or be defaulted from the match or the remaining morning's play. **Venue supervisors** are not empowered to take on the role of a Referee, but must leave the handling of reports of violations of the Code of Conduct and the determination of any appropriate penalties to the Waverley Tennis Complaints Sub-Committee.

See NOTE above.

Venue supervisors should also be alert to a player making offensive or obscene gestures during any match, or within the precincts of the tournament site. For the purposes of this Rule, visible obscenity is defined as the making of signs by a player with his hands and/or racquet or balls that commonly have an obscene meaning or import to reasonable people ('Visible Obscenity').

1.22 Vacating Courts/Clubrooms

Although visiting teams should vacate the premises (courts and clubhouse) as soon as matches are completed, it shall be the responsibility of the home club to extend courtesy to visiting players and allow them to remain on the premises until they have appropriate transport to take them home.

In many cases, visiting players 'overstay their welcome' through no fault of their own.

On NO ACCOUNT should visiting players be requested to vacate the premises and to remain outside the precincts of the home club, or on the street while they await for transport to arrive.

It is noted that Junior matches can conclude as late as 12:15 p.m. and **venue supervisors** must be prepared to wait until at least this time or beyond, in order for visiting players to be collected from their venues, despite the inconvenience that this may cause.

Phone calls to parents may be necessary in some instances to ensure that visiting players are expediently collected from venues.

If a club appears to be regularly delinquent in collecting visiting players from venues, then Waverley Tennis should be advised or the offending club itself.

These provisions also apply equally to a club's own players - they also must not be requested to remain outside the premises in order to await the arrival of transport.

1.23 Club Fines (ref. By-Law 6)

Waverley Tennis, in order to ensure the smooth running of Junior matches, imposes a number of automatic fines for various breaches of the Competition By-Laws.

The most significant for **venue supervisors** to be aware of are the following:

- * Late result cards;
- * Incomplete card (with significant details missing);
- * Failure to provide timely advice to visiting team/s of the use of outside court/s;
- * Frivolous protest;
- * Team forfeit;
- * Failure to phone in match results as required by By-Law 19;
- * Failure to provide appropriate Junior supervision at home matches and during final series, as required by By-Laws;
- * Failure to provide the appropriate number of umpires for final series.

The actual amount of the fines is set by the Waverley Tennis Committee of Management and is published in each Season's **Official Handbook and Fixture**.

Any additional fines introduced by Waverley Tennis are duly announced prior to the commencement of each new Season and are then published in the **Official Handbook and Fixture** for that Season.

The Waverley Tennis Committee of Management reserves the right to introduce automatic fines at any time, as required to effectively conduct the Junior Competition.

1.24 Final Series Regulations (ref. BY-LAWS AS LISTED BELOW)

For easy reference, the following specific information and Waverley Tennis BY-LAWS relate to the Final Series:

- * General Guidelines - Refer to FINALS PROCEDURE which is always printed near the back of each Season's Official Handbook and Fixture.

- * Eligibility - Refer By-Law 12e
- * Captains 'exchange of players' names - Refer By-Law 14
- * Umpires - Refer By-Law 15
- * Supervisor/Referee (Senior Member) - Refer By-Law 15
- * "D" Grade Junior Matches (Supervisor on court) - Refer By-Law 15
- * Balls - Refer By-Law 16
- * Result Cards (phoning in of results) - Refer By-Law 19
- * Uncompleted Matches - Refer By-Law 21
- * Final Series (General Conditions of Play) - Refer By-Law 22(a) thru (g)
- * Substitutes During Match - Refer By-Law 26(d) plus NOTE
- * Late-Finishing Matches - Refer By-Law 31)
- * Court/Weather Conditions - Refer By-Law 25

2. TENNIS ETIQUETTE & RULES FOR NON-UMPIRED MATCHES

2.1 Rules for non-umpired matches

- (a) Each player is responsible for all decisions in his/her half of the court. He/she should be completely honest on all "calls" but, if in doubt, he/she should give his/her opponent the benefit of the doubt and play the ball as good. You should not play a let.
- (b) It is your obligation to call all balls on your side, to help your opponent make calls when the opponent requests it, and to call against yourself (with the exception of a first service) any ball that you clearly see out on your opponent's side of the net.
- (c) Any "out", "let" or "fault" call must be made immediately (ie. Made before either an opponent has hit the return or the return has gone out of play); otherwise the ball continues in play. "Calls" must be verbal and clearly audible to the opponent, followed by a signal if necessary. "Let" may be called by any of the participating players.
- (d) On all court surfaces except clay (see (g) below) if a player incorrectly calls a ball "out" and then realises that the ball was good, the point should be replayed on the first occasion (involuntary hindrance) and the point lost on each subsequent occasion (deliberate hindrance). In the case of a point winning shot, a let would not be played.
- (e) In doubles, when returning service, the partner of the receiver should generally call the service line for him/her. The receiver should generally call the centre and side service lines.
- (f) If players cannot agree on the score, they should calmly discuss the points/games that are the areas of disagreement. If they cannot reach agreement they should replay only the points or games in question. All points or games which the players agree on stand eg. Two players cannot agree on whether the score is 40-15 or 30-30, but agree on the winner of the first, second and fourth points. Therefore only the third point needs to be replayed.
- (g) Players are prohibited from checking the mark of the ball on their opponent's side of the court, unless invited by their opponent to do so. Ball mark inspections are only permitted on clay courts. On clay courts if a player incorrectly calls a ball "out" and then realises that the ball was good, the player who called "out" loses the point.
- (h) Where a ball interrupts play, either by rolling/bouncing onto the court, and/or creating a visible interruption behind the court a let should be played.
- (i) If a player hinders his/her opponent it can be ruled involuntary or deliberate.

- a. When a player has created an involuntary hindrance (ball falling out of pocket, hat falling off etc), the first time a “let” should be called and the player should be told that any such hindrance thereafter will be ruled deliberate.
- b. Any hindrance caused by a player that is ruled deliberate will result in the loss of a point.

2.2 Etiquette

- (a) When ballpersons are not available, all balls on your side of the net are your responsibility, to pick up and, where appropriate, return directly to the server.
- (b) The receiver should not return the first service if it is an obvious fault – let it go by or ground it.
- (c) Do not enlist the aid of spectators, including parents, coaches etc, in making line calls, or attempting to determine other on-court matters.
- (d) To avoid controversy over the score, the server should announce the game score before starting a game and the point score prior to serving for each point.
- (e) Wait until a point is over before walking behind a court where a match is in progress.
- (f) To retrieve a ball from another court or to return a ball to another court, wait until the players have completed a point.
- (g) Do not stall, sulk, complain nor practice gamesmanship.

3. JUNIOR TENNIS ASSOCIATION POLICIES

3.1 Smoking

Waverley Tennis recommends that smoking in club premises and surrounds be discouraged. Compliance with the new smoking restrictions introduced from 1 September 2002 must be complied with at all times.

3.2 Transport

Waverley Tennis recommends that parents provide the transport and that clubs should discuss their policy as relates to 18 year old "juniors" driving their fellow team members to junior matches.

3.3 Away Matches

Waverley Tennis expects that all Junior teams shall have a rostered parent or adult in attendance with each away team throughout the morning's play. Visiting teams should not just be left at clubs to be picked up later.

3.4 High Energy Drinks and Drugs

The use of High Energy Drinks/Drugs by players are the sole responsibility of the Players' Parents/Responsible Adults and Junior Convenors will not administer anything but water to the players whilst under their supervision.

3.5 Respect for Tennis Clubs Property

Waverley Tennis expects that all home and visiting players and spectators shall respect the property and facilities of each Tennis Club, for example, not hitting the net or court, the correct use of rollers/scrapers, leaving the Clubhouse as it was found for incoming persons, and so on. Reports of misuse or abuse should be conveyed back to the management of the offending Tennis Clubs, or be reported to Waverley Tennis.

4. MISCELLANEOUS



TENNIS VICTORIA

CORRECT TENNIS ATTIRE

The following are the Dress Regulations for Victorian Tennis Series, Association Competition and Tournament play in Victoria.

Players in Tennis Australia Group 1 & 2 Junior Points Tournaments must comply with Tennis Australia Dress Regulations.

Associations and Clubs may modify these conditions for local competition.

PLAYERS

Every competitive player shall dress and present himself/herself for play in clean and customarily acceptable tennis attire.

Coloured recognised tennis garments and footwear may be worn. Specific non-tennis articles such as sweat shirts, dress shirts, tee shirts (mens must have a collar), bermuda shorts, football shorts, board shorts and walk shorts shall not be worn by any player while competing in a match. Cycle shorts may be worn under tennis attire. Tracksuits may be worn at the discretion of the Referee or Association. Suitable footwear for tennis matches shall be worn (depending on the type of surface) at the discretion of the Referee.

COMMERCIAL IDENTIFICATION

These must not exceed three square inches (19.5 square cm), (see below). Clubs are permitted to have team or club identification on players clothing which may exceed these limitations with Tennis Victoria or Association approval.

MANUFACTURES IDENTIFICATION

This is the identification of the manufacturer and must not exceed three square inches (19.5 square cm. Except when manufacturer name is in the design on front of the shirt).

IDENTIFICATION ON CLOTHING

- (a) Shirts. Sweaters. Jackets
 - (i) Sleeves One commercial identification on each sleeve
One manufacturers standard logo on each sleeve
 - (ii) Front, Back & Collar One manufacturers logo
One commercial identification of team or club sponsor
 - (iii) Sleeveless (Female only) Not sweater or jacket
Two manufacturers logo
One commercial identification of team or dub sponsor
- (b) Skirts and Shorts
One manufacturers logo
- (b) Hat or Cap
Must be a tennis hat or cap with manufacturers logo or manufacturers name

CHANGING

Players who do not comply with the dress regulations must be given the opportunity to change or alter their clothing (particularly before a match starts), prior to any action being taken under the Code of Conduct. Should this not occur the Code will be applied or the player must be reported to their Association or Tennis Victoria as the case may be.