

# AMPARA DISTRICT TENNIS CLUB (ADTC)

## Members Handbook 2024-25



<https://www.adtennis.lk>

## Contents

1. Introduction .....	3
2. Club Organization & Responsibility .....	4
2.1 Committee .....	4
2.2 Safeguarding & Welfare.....	4
2.3 Communication .....	4
2.4 Membership.....	4
3. Code of Behavior.....	5
3.1 General etiquette & ground rules .....	5
3.2 Safety & hygiene.....	5
3.3 Security & valuables .....	5
4. Footwear & Dress Code .....	6
4.1 Footwear.....	6
4.2 Clothing.....	6
5. Facilities.....	6
5.1 Courts .....	6
5.3 Clubhouse.....	7
5.4 Car park.....	7
5.5 Accessibility .....	7
6. Membership .....	7
6.1 Categories.....	7
6.2 Subscriptions .....	8
7. Court Availability .....	8
8. Tournaments .....	9
8.1 Jus De Fruit Tournament.....	9
8.2 Ranking Tournament.....	9
8.3 Beach Tennis Tournament .....	9
8.4 Inter-School Tournament .....	9
8.5 Year-End Tournament.....	9
9. Coaching .....	10
10. Social Events.....	10

# 1. Introduction

Welcome to the Ampara District Tennis Club (ADTC).

This handbook is designed to help you maximize your tennis membership benefits and assist the Club in upholding its values while ensuring smooth operations. Our goal is to create a welcoming environment where the local community can engage in and enhance their tennis skills, utilizing our four courts and clubhouse.



Figure 01

## **2. Club Organization & Responsibility**

### **2.1 Committee**

Ampara District Tennis Club (ADTC) is managed by an elected committee comprised of volunteer members. This committee oversees administrative, planning, and developmental aspects of the Club. They handle membership, funding, and day-to-day operations.

### **2.2 Safeguarding & Welfare**

We have an extensive Safeguarding & Welfare policy. Any concerns can be addressed to our head coach. If you feel uncomfortable approaching the head coach, alternative channels are available (The advisor, the president, the secretary, the treasurer). The head coach will then relay any concerns to the ADTC Committee in accordance with our policy.

### **2.3 Communication**

All members play an important role in the success of the Club and in maintaining high standards. If you have suggestions, comments, complaints, or compliments, please submit them through our website contact page. These will be reviewed by the wider committee during our monthly meetings.

We use email to keep members informed about Club matters. News, events, and other information are posted on our website: [www.adtennis.lk](http://www.adtennis.lk).

If you need to contact the ADTC regarding the Terms & Conditions, you can do so via email at [admin@adtennis.lk](mailto:admin@adtennis.lk).

### **2.4 Membership**

Upon payment of the subscription fee, members are assigned a membership number. Please remember to keep a record of your membership number for future reference, as it may be required when needed.

### **3. Code of Behavior**

Members are required to adhere to and uphold the rules of ADTC, which will serve as guidelines in any disciplinary proceedings.

#### **3.1 General etiquette & ground rules**

- Always show respect to players on the court by waiting until a rally is finished.
- Avoid jumping over or leaning on the net, or leaning against/pulling the side netting or fencing.
- Do not bring bicycles, scooters, skateboards, or similar equipment onto the courts.
- Keep the courts clean by refraining from leaving litter. Dispose of all litter in the on-court bins provided or in the appropriate recycling bin in the clubhouse.
- Treat the clubhouse furnishings and equipment with care to ensure their longevity.
- Maintain courteous behaviour and respect at all times; the use of foul language, violent behavior, or rudeness is not tolerated on or off the court.
- Smoking and the consumption of alcoholic beverages are strictly prohibited on the courts or in the clubhouse premises.

#### **3.2 Safety & hygiene**

Members should always prioritize the safety and hygiene of their fellow peers. If any member is suffering from a communicable disease, it is their responsibility to refrain from attending practices.

#### **3.3 Security & valuables**

Members are asked to:

- Lock gates to the courts after use
- Close and lock the clubhouse door after use.

Please avoid leaving valuables in the clubhouse or in the court premises.

Any suspicious incidents should be reported to a member of the committee.

## 4. Footwear & Dress Code

### 4.1 Footwear

Only tennis (or other suitable) sports shoes, with flat soles are permitted for use on court, as other types can damage the surface.

If in doubt about the acceptability of your footwear, please consult a Club coach or member of the committee.

### 4.2 Clothing

Appropriate tennis/sports clothing should be worn on court at all times.

## 5. Facilities

### 5.1 Courts

The courts may be utilized under the direction of the head coach. It is expected that every member contributes to the daily maintenance of the courts. Additionally, it is important to use electricity and water efficiently, without wasting resources.



Figure 02



### **5.3 Clubhouse**

The clubhouse serves as the designated location for purchasing tennis equipment and enjoying meals. It is essential that all members contribute to maintaining cleanliness and tidiness throughout the entire club premises.

### **5.4 Car park**

All vehicles, motorcycles, and bicycles must be parked methodically in the car park adjacent to the main road. Drivers and riders must exercise extreme caution around children. It is the personal responsibility of each individual to ensure the safety and security of their vehicles and belongings.

### **5.5 Accessibility**

The Tennis Club warmly welcomes all individuals to become members and utilize its facilities. ADTC's long-term goal is to enhance these facilities to ensure they are accessible and enjoyed by everyone in the community.

## **6. Membership**

### **6.1 Categories**

Membership to the Tennis Club is available in two categories:

- Adult
- Junior (Under 18)

You can download the membership application from the homepage of the website.

Membership may be suspended by the committee in cases of misconduct or misbehavior.

## 6.2 Subscriptions

We kindly request payment of subscriptions before the end of the month of the current membership year. New members are welcome to join at any time. The subscriptions are as follows:

### **Adult Membership:**

- Entrance fee: 5000/=
- Monthly fee: 2500/=

### **Kids Membership:**

- No entrance fees
- Monthly fee: 500/=
- An additional 1000/= will be charged for the use of floodlights.

**Guest Players:** 500/= per hour

## 7. Court Availability

All the courts are prioritized for coaching sessions. In the absence of coaching sessions or tournaments, the courts are allocated as follows:

- The Right Court is designated for Adult Players.
- The Center Court is reserved for Junior Advanced Players.
- The Left Court is allocated for Junior Beginner Players.

Members are kindly requested to respect and adhere to the current court schedule. If you have any suggestions for potential changes to the schedule, please share them with the Club committee for consideration.



## **8. Tournaments**

The ADTC organizes tennis tournaments to promote community engagement, foster a spirit of sportsmanship, and provide a platform for local tennis enthusiasts to showcase their skills. Additionally, these tournaments aim to encourage physical activity, enhance the well-being of participants, and contribute to the overall development of tennis in the district.

### **8.1 Jus De Fruit Tournament**

The essence of this tennis tournament lies in the creation of a trophy that embodies a shared experience for all participants, recognizing the collective effort that shapes the success of the tournament.

### **8.2 Ranking Tournament**

A ranking tournament is conducted every six months with the coordination of SLTA. The primary objective of this tournament is to provide exposure to the kids while also supporting the development of the local hotel industry.

### **8.3 Beach Tennis Tournament**

Beach tennis tournaments are regularly organized for both foreign and local participants, fostering community engagement and enhancing the appeal of our region as a vibrant tourist destination.

### **8.4 Inter-School Tournament**

This tournament is held every three months at the ADTC court premises and features singles, doubles, and mixed categories. Trophies and certificates are awarded to the winners, runners-up, and second runners-up. Additionally, all participants receive a certificate.

### **8.5 Year-End Tournament**

The Year-End Tournament is conducted to evaluate the talents of ADTC kids and adult players. All participants are ranked based on their performance. This tournament celebrates the efforts and dedication of the members over the past year.

## **9. Coaching**

The Club is overseen by a Head Coach, who holds responsibility for all coaching programs. Several other coaches operate under his guidance. Group coaching sessions are offered for both juniors and adults, accommodating all skill levels. Additionally, individual coaching sessions can be arranged through the Head Coach for an additional fee. For coach contact details, please refer to the Coaching section of the club website.

## **10. Social Events**

Regular social events are organized to committee members, families, and friends, celebrating achievements and supporting fundraising efforts for the Club. These events are coordinated by the committee and information is disseminated through Club noticeboards and email.

If you have ideas for potential social events, please speak to a committee member.

We hope you enjoy your tennis experience throughout your membership!