

By Laws – June 2025

In accordance with Article 66 of the Articles of Association the following by-laws govern the day to day operations of the club.

1. **SENIOR/ JUNIOR please refer to the appendix for additional information**

a) **Adults peak hours:**

Monday to Thursday, 6pm, 7pm, 8pm

2 peak bookings per week, 1 peak booking per day

b) **Adults off peak hours:**

10 off peak times per week,

Off peak times are all other times outside of peak hours as outlined in point (a)

c) **Junior hours**

Monday - Friday

During junior club coaching hours, the following applies

- Monday 3-5pm 7 courts are reserved for juniors, 5-6pm 8 courts are reserved for juniors
- Tuesday to Thursday 3pm to 6pm, 7 courts are reserved for juniors
- Friday 3-5pm 7 courts are reserved for juniors 5-6pm, 6 courts are reserved for juniors
- Any junior courts not booked will be released in the morning at 10.00am for adults to book.

Saturday

- 9.00 to 13.00 7 courts reserved for juniors during this time
- 14.00 to 18.00 7 courts are reserved for juniors during this time
- Any junior courts not booked will be released in the morning at 10.00am for adults to book.

The committee agreed to exceptions to the by laws regarding junior players having access to courts during senior hours (from 6pm) please refer to by law 14 and appendix for additional information.

NB Please note the following regarding junior supervision:

No junior player should be left unsupervised.

Between the hours 7-9am, during juniors hours and on Sunday, or by pre agreement with the committee as outlined in by law 14, the junior club member must be supervised by their parent/guardian or a TI Garda vetted adult club member at all times

2. Play times are divided into one-hour slots, beginning on the hour and ending on the hour.
3. A court booking system is in operation for all members, all court bookings must be completed using the online booking system.
4. Court booking opens online @ 9am the day before you wish to play, e.g. on Monday at 09:00, you can book a court for the following day, Tuesday, on Tuesday at 09:00 book a court for the following day, Wednesday and so on.
5. All members playing on the court must be recorded when booking, any substitutions must be updated by the lead player on the booking system prior to going on court. If the game is during peak hours, a member cannot sub if they have used their 2 peak hour booking or 1 peak booking per day allocation.
6. To check your balance and add money to your account go to <https://ebookingonline.net/box/box3.php?id=138>, login and select the 'Manage Account' button. On this screen you will see your current balance and can top-up by entering the amount and selecting the 'Add Credit' button. Booking accounts can now be topped up online using a credit/debit card, if the member cannot complete the online top up, a payment can be processed over the phone.
7. A charge of €5.50 per booking will apply for all peak court bookings, this charge includes lights and is divided evenly across the names on the court booking.
8. Courts not occupied 10 minutes after the booking time may be taken by other players waiting to play. **The peak hour booking rules still apply.** The office must be made

aware of this change the following morning and all members playing must be recorded in the court booking

9. Unbooked courts may be taken by waiting members but must be vacated on the hour if there are other members waiting to play. **The peak hour booking rules still apply.** The office must be made aware of this change the following morning and all members playing must be recorded in the court booking

10. Refunds will only be made in the exceptional case where courts are not playable e.g. heavy snow or the clubhouse is closed. You may cancel a booking online and will receive a partial refund if the court is not rebooked, if the court is rebooked, the member will receive a full refund.

11. Ball Machine

i) Each club member can use for 1 hour per day, Monday to Friday until 15.00hrs and only on courts 5, 8 & 9

ii) The ball machine is not allowed on court during peak hours and is therefore on the booking system as a Junior Player

12. Court allocation for junior members will be made by the Junior Supervisor. Only courts allocated by the Junior Supervisor may be occupied by junior members.

13. Junior members may play as follows:

i) Sundays from 7am to 6.00pm. A parent/guardian must email the club to book a court at courts@stannestennis.com. At all times, the junior club member must be supervised by their parent/ guardian or a TI Garda vetted adult club member. No junior player should be left unsupervised.

(ii) Monday to Saturday 7-9am and during allocated junior hours, see by law 14 and Appendix. A parent/guardian must email the club to book a court at courts@stannestennis.com At all times the junior club member must be supervised by their parent/ guardian or a TI Garda vetted adult club member. No junior player should be left unsupervised. If after 9am, there is no designated child officer onsite due to operational reasons i.e. annual leave, no junior coaching etc. junior supervision rules apply.

(iii) Juniors are not permitted to play after 6pm (senior hours) unless pre approved by the committee, as per by law 14, please refer to by law and appendix for additional information

14. The committee has agreed exceptions to the by law regarding junior players having access to courts during senior hours (from 6pm)
- i) A junior member is or has been ranked in the European Top 50.
- The junior member may, by pre approval of the committee, play during agreed and specified senior hours with a senior member. This is for hitting practice only, with an adult member and does not allow for private lessons. At all times the junior club member must be supervised by their parent/ guardian or a TI Garda vetted adult club member.
- ii) A junior may play after 6pm on Friday evening under the following qualifying criteria:
- Must be pre approved by the committee
 - Player formally approved by Munster Tennis to play in Grade 1 adult competitions, confirmation required
 - Must be a member of the club for more than 3 years
 - This is for hitting practice only, with an adult member and does not allow for private lessons. At all times the junior club member must be supervised by their parent/ guardian or a TI Garda vetted adult club member
15. To comply with planning permission the lights on courts 8 and 9 shall be extinguished every night at 22.00 hrs, with the exception of two weeks of Inter Firms and one week of Senior Open Week.
16. Tournaments organised by the club shall take precedence at all times over other court usage.
17. The committee shall determine what tournaments or matches shall be played by the club.
18. Only proper tennis apparel may be worn on the courts – jeans, cut – off jeans, football shirts or shorts, beachwear, Bermuda shorts, cycling shorts, sleeveless tops (for men) etc are not deemed to be proper tennis attire.
19. Only proper tennis shoes suitable for artificial grass courts may be worn on the courts. Running shoes, jogging shoes and training shoes are not allowed.
20. Mobile phones must be put on silent while playing on court.
21. The following regulations apply to green fees.

- a) Visitors may only be introduced outside of peak hours
- b) Visitors residing locally are limited to five visits per annum
- c) The visitors book must be completed for every visit and the visitor is recorded as a guest on the online court booking.
- d) Members introducing visitors will be liable for payment of green fees. Green fees will be charged from your account at time of online booking, the fees are as follows:
 - € 5 per adult
 - € 2 per junior. At all times, the junior visitor must be supervised by their parent/ guardian or a TI Garda vetted adult club member. A junior visitor cannot be left unsupervised

22. Coaching

- a) All coaches must sign the club coaching protocol to coach with the club or on the Club premises and must be fully compliant with all child protection regulations as communicated through Tennis Ireland and Sport Ireland
- b) Coaches may not coach non-members within the club outside of agreed squad sessions
- c) Private coaching is only permitted on courts 5, 8 & 9
- d) Coaches are allowed to reserve a court 1 week in advance
- e) A court used for private coaching must be booked by the coach using their coach booking account
- f) Private coaching lessons during peak times must be for group lessons with a minimum of 2 players being coached. The player's names must be included on the booking system as this is included in the members peak usage limits

23. Funeral consideration: The funeral cortège makes its way to the adjoining cemetery along the lane behind courts 1 to 7. While this is happening, players on court 1 to 7 must halt play. Play may also be suspended if a request is approved by the committee.
24. Child protection: the club must be in compliance with all current child protection regulations, as communicated through Tennis Ireland and Sports Ireland
- a) St Anne's Waterford Tennis Club is fully committed to safeguarding the wellbeing of its members. Every individual in the club should at all times show respect and understanding for their rights, safety and welfare, and conduct themselves in a way that reflects the principles of the club and the guidelines contained in the Code of Ethics and Good Practice for Children's Sport."
 - b) All members, Junior and Senior, should know who the Child Protection Officers are within the club (one male and one female) and who the Designated Liaison Person is. This information will be posted on the club notice board in the clubhouse and on the club website.
 - c) Any club member that has responsibility for junior members needs to complete the Safeguarding 1 course, must be Garda vetted and fully compliant in current child protection regulations.
25. The Committee adopts from time to time, the complaints and disciplinary procedures as recommended by Tennis Ireland and the current version operated by the Club is that which appears on our website and can be seen in greater detail on the Tennis Ireland website.
26. A copy of these by-laws shall be displayed in the club premises and on the website.
27. In the event of a dispute concerning any interpretation of these by-laws, the query shall be referred to the committee whose determination of the interpretation shall be final.

Appendix St Anne's Court Booking/ usage Rules

Senior hours

- Peak booking times: Monday to Thursday 6pm, 7pm, 8pm

- 2 peak bookings per week
- 1 peak bookings per night
- All other hours outside of peak hours are non peak
- All names must be included on the booking, any substitutions must be updated on the booking system before going on court, if the member has used their 2 peak booking allocation or the 1 peak booking per day, they cannot sub
- Senior court allocation for booking during junior club coaching hours has changed. It is now Mon 3-5pm x 2 courts, 5-6pm x 1 court, Tuesday to Thursday x 2 courts, Friday 3-5pm x 2 courts, 5-6pm x 3 courts

Juniors hours Sunday to Saturday 7-9am and during allocated junior hours

- Monday 3-5pm x 7 courts, 5-6pm x 8 courts reserved for juniors
- Tuesday to Thursday 3-6pm x 7 courts reserved for juniors
- Friday 3-5 pm x 7 courts, 5-6pm x 6 courts reserved for juniors
- Saturday 9am-1pm 7 courts reserved for juniors
- Saturday 2-6pm 7 courts reserved for juniors
- Sundays from 7am to 6.00pm, no junior courts reserved, court booking rules apply
- Juniors are not permitted to use the non-junior courts allocated to senior members during junior coaching hours
- Please note between the hours 7-9am, during junior hours and on Sunday, or if approved by committee as per by law 14, the junior club member must be supervised by their parent/ guardian or a TI Garda vetted adult club member at all times.
- Juniors are not permitted to play after 6pm (senior hours) unless as follows (by law 14)

i) A junior member is or has been ranked in the European Top 50.

- The junior member may, by approval of the committee, play during agreed and specified senior hours with a senior member. This is for hitting practice only, with an adult member and does not allow for private lessons. At all times the junior club member must be supervised by their parent/ guardian or a TI Garda vetted adult club member.

ii) A junior may play after 6pm on Friday evening under following qualifying criteria:

- Formally approved by Munster Tennis to play in adult competition.
- Pre approved by committee.
- Must be a member of the club for more than 3 years
- This is for hitting practice only, with an adult member and does not allow for private lessons. At all times the junior club member must be supervised by their parent/ guardian or a TI Garda vetted adult club member.

Court Booking Rules for Juniors

- A parent/guardian must email the club to book a court at courts@stannestennis.com
- Any junior courts not booked are released to adult players on the morning at 10.00am
- Juniors are not permitted to use the non-junior courts allocated to senior members during junior coaching hours. These court allocations can change but there will always be some availability for senior players. These are for adult use only.
- Juniors are not permitted to book any courts during senior hours (from 6pm) unless approved by committee under by law 14