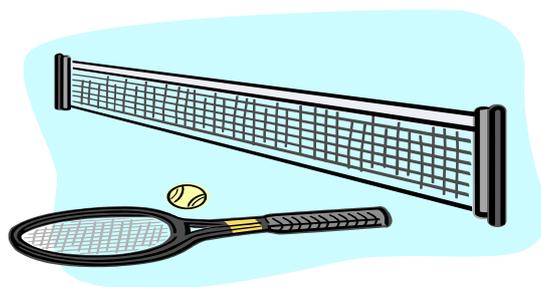


**BROADFORD AND DISTRICT
JUNIOR TENNIS
ASSOCIATION**

BYLAWS



UPDATED 2014

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1. General

- 1:** Ages are to be 17 and under at the beginning of each season – summer and winter.
- 2:** Competition will be conducted and played under the rules and code of conduct as adopted by Tennis Victoria.
- 3:** Regulation **tennis attire** must be worn at all times as laid down by Tennis Victoria.

2. Court and Start Times

- 1:** Start times for matches will be 9.00 am.
- 2:** Matches not commenced by 9.20 am – If no players from the ‘offending’ team are present, the match will be forfeited immediately. If part of the team is present, play will commence based on a 1 court competition. Sets able to be completed will be played after which (if the full team is still not present) further sets will be forfeited on half hour intervals.
- 3:** Hit up times will be restricted to 5.00 minutes before each player's first set and 2.00 minutes for all other sets.
- 4:** Clubs must provide at least two courts per team for each home match. If sufficient courts are not available, the home team must arrange a suitable alternative venue.
Note: The use of 1.33 courts per team is permissible, only if agreed to by a majority of clubs at the grading meeting prior to the commencement of each season.

3. Competition

- 1:** Teams will consist of 3 players – summer and winter with the exception of the Development section which will consist of 4 players. (See under heading, Development Section).
- 2.** Each club to appoint a Junior Coordinator as a point of contact for other clubs. It is the responsibility of the Junior Coordinator to oversee the running of the junior competition within their club, as well as the contact point in the event of a washout (Washout/Heatouts item 3)
- 3.1 :** For all sections (except the Development section) each player will play one set of singles and two sets of doubles.

3.2 : For 4 players substitutions are to be played as in section 8 rule 2

4.1: Within their club, players can interchange in teams in a **higher** section for up to three matches. Once a player has played more than three matches in a higher team then they must stay in that team for the remainder of that season (match number 4 commits). Any ineligible player will forfeit their matches (6-0 for each set played).

4.2: Once a player has played more than 4 matches in the same section and team then they must stay in that team for the remainder of the season.

5: Tie breakers will be played (except the Development section) at 5 all in all matches.

6: 10 points are to be awarded for each match. Four (4) points for a win and one (1) point per set won.

7: A team receiving a forfeit will receive all available points, teams with a Bye will receive ($\frac{1}{2}$) the available points.

8: Results of matches will be decided by the number of games won. If games are equal then the result will be decided by the greater number of sets. If all games and sets are equal then the match will be deemed to be a draw (equal points)

9: In the event of a washout/heatout, unless a team has an unbeatable position prior to the abandonment being called, all point will be shared equally.

If a team has an unbeatable position they will win the match (**4** points) and **1** for each set won. The other team will get **1** point for each set won, with points for any unplayed sets shared equally.

10: Each home team to provide both score sheets and good quality used balls for competition.

11: Umpires are to be provided if requested by either team.

4. Score Sheets

1: Score sheets must be filled in completely by both teams prior to the commencement of play. Names on the score sheet may **not** be altered once play has started. Scores are to be entered on the score sheet on the completion of each set.

2: Both designated team captains must sign the completed score sheet on the completion of the match. Team Managers or the home club Supervisor must check the details prior to the team's departure.

3: The **winning** team or club appointed delegate must input the **winning** score sheets online prior to Sunday 8.00pm following Saturday's round of matches.

4: The losing team or club delegate must **confirm** the entered results online, prior to Sunday 8.00pm following Saturday's round of matches. If the losing club disputes the score then they must hit the dispute option. The **Results** Secretary will then investigate the dispute.

5: Each club is to keep their score sheets until the end of the season in the event there is a dispute.

6: A fine of \$10 will apply if items 3 and 4 above are not complied with.

7: In the case of a washout or heatout, complete the score sheet as per normal with all details, then list any scores that had been played and then mark the sheet as either a washout or heatout. Both team captains must sign the sheet. It is the responsibility then of the home team to submit the sheets as per **3** above and the away team to confirm the results as per **4** above.

5. Washouts / Heatouts

1: The safety of all players must be paramount when delaying or abandoning matches due to weather or other factors, e.g. Electrical storm, fire and or smoke etc.

2: Washout: Home clubs in conjunction with their club supervisor and visiting team manager can call a washout at any time; either prior to the commencement of play or during play. All efforts must be made to get the courts playable and safe before any decision is made to abandon play. Both teams managers must agree to abandon play. If play cannot commence/restart after 1 hour, then a washout must be called.

3: Heatout: A heatout can be called prior to or at 35 degree C as agreed by either team manager using common sense and priority given to the health and wellbeing of the players.

4: Extreme weather washout: If the home club supervisor (Junior Coordinator) deems the courts unplayable prior to 7:30 a.m. (or prior to the visiting team commencing travel) due to overnight rain or continuous morning rain, they are to contact the Junior Coordinator of any visiting clubs. If both Junior Coordinators agree, matches can be declared a washout. If agreement cannot be reached both teams must turn up at which time point 2 applies.

5: Extreme weather heatout: When the ambient outside temperature is forecast to reach 40°C for the home court venue, a heatout can be called if agreed to by both Junior Coordinators. If agreement cannot be reached both teams must turn up at which time point 3 applies.

6. Supervision

1: The home club must provide an adult, home club supervisor. The supervisor is responsible for the general running of the morning as well as official arbitrator of all disputes and makes the final decision. The supervisor has the power to **warn** players who display unacceptable behaviour. If that player persists then the supervisor can call loss of a point, then game then set if required. The player will then forfeit any further sets if the unacceptable behaviour continues. The nominated supervisor must have a sound knowledge of tennis.

2: Away teams must be accompanied to all matches by an Adult member (team manager) who is to remain for the duration of the match.

7. Injury Substitutions

1: An eligible substitute player shall be allowed to substitute for another player in the event of a player who is prevented from taking part or completing a match due to illness or injury (excludes disciplinary action- conduct violation). If the injury/illness occurs during a set, the injured/ill player forfeits the rest of that set. The substitute player continues from the next set. The score for that set remains with the other team getting the 6 games. The team has 20 minutes to find a suitable (same section or lower standard) substitute player.

8. Finals

1: A player must have played at least 4 matches within the same team to be eligible to play in the finals.

2: Any team who have more than 3 players who have qualified may substitute a player. In the development section the 5th player substitutes for the 4th when play 3 & 4 and 3rd player when play 3 & 2. All other Sections the 4th player may substitute the 2 player when play 1 & 2 and the 3rd player when play 2 & 3. All names are entered on the score sheet prior to the match commencement.

3: In finals a team participating must have all players ready prior to commencement of play. If a player is late then the offending player will lose their first set.

4: All Teams need to turn up to the nominated courts regardless of the weather.

5: If the weather prevents or interrupts the Semi or Preliminary Final then both teams must make a decision prior to 10.00am to call it a washout. Both teams then must agree to play (if no play commenced) or complete the match (starting from where the match was interrupted) at an agreeable time and place before the following Saturday. If the same conditions occurs in the Grand Final then the Final is to be played the following Saturday.

6: In the event of a drawn match in the Semi or Preliminary Finals (equal games and sets) there will be a one set play off. Two nominated players from each team will play the deciding set of doubles to decide the winner.

7: Home clubs have the responsibility to provide both score sheets and good second hand balls in the Semi and the Prelim' Finals. The association will provide new balls for the Grand Final.

8: Umpires to be provided if requested by either team.

9: All Semi and Preliminary finals must be played on 2 courts per match. Matches are to be played at the venue of the team which finished higher on the ladder. If the 'home' club does not have enough courts available they must arrange an alternative venue.

10: The Grand final for all sections are to be played at a common venue, or in the event there is a large number of section, 2 venues. The common venue/s is to be agreed to by the general committee of the association.

9. Development Section

1: A Development section is to be offered each season. This section is for beginners only and is only to be of Primary School age in the year the season's starts, to be confirmed prior to the commencement of the season. It is not mandatory to have a Development section each season.

2: All sets will be doubles. There will be 6 sets.

3: Substitutes are allowed in both home and away, and finals. The substitute player must substitute for player 4 when play 3 & 4 and for player 3 when play 3 & 2.

4: All games will be the first to 6, **NO** tie breaker.

5: Both clubs are to provide umpires for each match. Umpires should during the course of the match encourage the kids to learn how to score and understand the rules and etiquette of the game.

10. Protests/Complaints

1: In the event of a protest/complaint, notification must be lodged in writing to the Results Secretary within 48 hours once the match is complete. The notification must be from the club's Secretary from which the protest/complaint originated. A general committee meeting will be called to discuss and hear the protest/complaint. Affected clubs may have one representative present at that meeting. Any decisions made or penalties given will be relayed back in writing to the club Secretary's.

11. Clearances

1: Any new player may play with any club they desire.

2: A player cannot receive more than one clearance per season.

12. Affiliation and Administration

1: Each club shall pay an affiliation fee, as adopted at the annual General Meeting, to the Association Treasurer. Fees to be determined at the Annual General Meeting.

2: Each Club to pay team fees for each team entered in the summer and winter season to be paid to the Association Treasurer. Fees to be determined at the Annual General Meeting.

3: The association and competition shall be administered by a club of the association for one year (two seasons) and is to be appointed at the AGM. Clubs will rotate alphabetically. Clubs can administer for more than one year if willing. This club is responsible for :

- Arranging the grading meeting (confirmation of playing dates, teams per section and so forth) Clubs must submit players names for each nominated team prior to the grading meeting. Once teams have been approved at the grading meeting, players cannot play in a lower section without the agreement of the general committee.
- The appointment of the Results Secretary
- Developing a draw for the teams entered in each section (can be another associated club if willing)
- Arranging the finals series :ie draws, balls , trophies etc (can be another club if willing)
- Arranging the association AGM, taking on BDJTA association office bearer roles and completing all regulatory submissions. ie: annual return, payment of incorporation fees etc. (can be another club of willing)

As Association secretary I think rule 3 & 4 should be rewritten as below;

3: The association and competition will be administered by a club of the association for one year (two seasons) and is to be appointed at the AGM. Clubs will rotate alphabetically. Clubs can administer for more than one year if willing. This club is responsible for:

- arranging the grading meeting (confirmation of playing dates, teams per section and so forth), Clubs must submit player names for each nominated team prior to the grading meeting. Once teams have been 'approved' at the grading meeting, players cannot play in a lower section without agreement of the general committee.
- the appointment of the Results Secretary
- developing a draw for the teams entered in each section (Can be another associated club if willing)
- arranging final series i.e. draws, balls, trophies etc. (can be another associated club if willing)
- arranging the association AGM, taking on BDJTA association office bearer roles and completing all regulatory submissions i.e. annual return, payment of incorporation fees, etc. (Can be another associated club or person/s from an another associated club if willing)