

## LAKES JUNIOR TENNIS BY-LAWS - 2016/17

These **2016/17** By-Laws have been made pursuant to the Constitution of the Association. The use of the word 'Association' or 'LJT' on their own means 'Lakes Junior Tennis'.

*Amendments and additions for the 2016/17 season are in italics.*

### 1) Procedure of meetings

The order of business at Committee meetings is as follows

- a) To hear, judge and decide appeals, protests etc.
- b) Reading and confirmation of minutes.
- c) Consideration of business therefrom.
- d) Consideration of matters deferred.
- e) Reading and consideration of correspondence.
- f) Treasurer's report and accounts.
- g) Reception and adoption of any other reports.
- h) General business.

\* Note - At any LJT Annual General, Special Meeting, Supervisors Meeting, clubs must be represented by at least one person or the offending Club will incur a \$25.00 fine for non-attendance.

### 2) Teams

Players must be played in Order of Merit throughout their Club.

- a) Teams in Divisions A-E consist of 4 girls or 4 boys playing in order of merit.
- b) Teams in Division F-G consist of any 4 players playing in order of merit, whether they be boys or girls.
- c) *Five Players may be used in Minor Rounds & Finals. Each team that uses extra players must nominate their players in Order of Merit on the back of the score sheet, before the start of the match. Player 1 must play in the 1st double, whilst players 4 and/or 5 must play in the 2nd double.*
- d) In our lowest division each team is to provide 1 ball person each per set to assist the Umpire in speeding up play

### 3) Eligibility to play

- a) Players maximum age in Divisions A-E must be 16 and under as at 31/12/2015.
- b) Players maximum age in Division F must be 10 and under by the end of the finals series for that season.
- c) *Players maximum age in Division G must be 8 and under and a minimum age of 6 by the end of the finals series for that season.*
- d) *The minimum age of players in A-E Divisions must be turning 8 years by the end of the finals series for that season and F-G Division must be turning 6 years by the end of the finals series for that season.*
- e) Players are permitted to play for one Club in this Association and play in the Mount Gambier and district Tennis Association Senior Competition for another club without the need for a clearance. See by-law 9 and by-law 14 on Finals.

### 4) Team nominations

A certificate of currency must accompany each club's team nominations, or nominations will not be accepted. *Team nominations will not be accepted from any club with an outstanding fine.*

### 5) Registration of players

- a) Any player not having played competitive tennis in this Association or any other Association during the previous season will be deemed to be a new player and may play with any Club they desire without the need for a clearance. Refer to by-law 10 if a clearance is required.
- b) The Association Registration Secretary must receive from each Club, a list of their players and the details as set out in section (c), before the third minor round match. Failure to comply with this will incur a \$25 fine per week thereafter.
- c) Details must include player's name, address, dates of birth, phone numbers and email address.
- d) Any new players must be registered before their fourth match.
- e) Clubs playing any player, who does not meet registration requirements, will forfeit ALL sets for that team's match only.

## 6) Supervision

- a) All teams MUST be supervised by an adult.
- b) A Supervisor is a person nominated by their Club to supervise a team.
- c) A maximum of two persons is allowed between courts whilst a game is in progress.
- d) A non-supervised team will incur a \$10 fine.
- e) The Umpire in charge of a match can ask any person to shift back from the court.
- f) Supervisors are to discourage children from walking behind a court whilst a match is in progress.
- g) Home Team to toss the coin and Visiting Team to call.
- h) Players must have permission from both Supervisors before leaving the courts.
- i) Clubs please make sure that your supervisors are aware of by-law 20 (Code of conduct) and by-law 22.

## 7) Score books

- a)
  - i) Christian names MUST be entered on Score Sheet (in the singles section only).
  - ii) Any sets forfeited must include the word 'forfeit' on the score sheet, against that set.
  - iii) Each team that uses extra players must nominate their players in Order of Merit on the back of the score sheet, before the start of the match.
- b) Home Team must fill out Score Sheet on the LEFT side in both books whilst the Visiting Team goes on the right side. Please PRINT information clearly.
- c) Both Score Sheets must reach the Results Box at the Olympic Park Clubrooms in Margaret St, no later than 7.30pm on the Saturday night of the match. It is the Winning Team's responsibility to lodge these sheets. All scores are to be entered and confirmed on the Online Competition Software no later than 10.00am on the Sunday morning following the match.
- d) Numbers of Umpires from each Club officiating at Finals must be recorded in the box provided on the Score Sheet.

## 8) Matches

Players must be played in Order of Merit within their Club, however where a club has a one (1) division gap within its current seasons grades eg. A-C, games can be forfeited in the higher grade rather than moving players up from the lower grade if no possibility of a fill-in can be achieved in the higher grade.

- a) Set size
  - i) Division A will play a 6 game set with a tie-break at 5 all.
  - ii) Divisions B, C and D will play a 5 game set with a tie-break at 4 all.
  - iii) Division E will play a 5 game set. 'Sudden Death' played in all games up to 4 all, and at 4 all an advantage game will be played.
  - iv) Division F will play a 4 game set. 'Sudden Death' will be played in all games up to 3 all, and at 3 all an advantage game will be played.
- b) *Tennis balls*
  - i) Each division A-E team must provide 2 new first grade Tennis Australia balls for each match.
  - ii) Clubs who do not provide 2 new balls for each match will incur a \$10 fine per offending team.
  - iii) All matches in Division F will be played with green 75% compression balls.
  - iv) *All matches in Division G will be played with orange 50% compression balls. And modified courts as defined by Tennis Australia.*
- c) The winner of a minor round match shall receive eight premiership points. If sets are equal, games will decide. If games are equal, 4 points will be awarded to each team. If a match is unfinished because of inclement weather, each team will receive 4 points. If matches are completely washed out each team will receive 4 points. If play is abandoned before a decision is reached, the completed sets shall count and each team will receive an additional 4 points. All teams shall receive 1 point for each set won. In the event of a bye, the team with the bye will be awarded the average points for that division for that round.
- d) Singles should be played before Doubles, but if an agreement is reached between each teams supervisors, doubles may be played first.
- e) Doubles  
No.1 must play in the first double with either No's 2 or 3.
- f) Order of Play  
If a player is not ready to play and order of merit is changed then the opposing team may lodge a written letter of protest. The Committee will look at reasons submitted, why player/players were not present by 8.45am and will rule accordingly.

- g) *Foot Fault*  
Before a foot fault is called, a warning must be given, then a point taken if the player continues to foot fault. Although no warning is necessary, the Committee feels that with juniors one would be appreciated.
- h) *Serving*  
When serving under-arm, the ball must not be bounced before it is hit.
- i) *Let*  
A Let is to be played if a ball from another court interferes with play.
- j) *Minor round umpiring*  
It is desirable that parents do not umpire their own children. Division A are encouraged to umpire themselves, under adult supervision. Divisions B and C are encouraged to umpire others, under adult supervision. All other divisions must be umpired by an Adult on each court. By-Law 20 - Code of Conduct rulings to be used by Supervisors if intimidation by adults on players umpiring or intimidation of umpires by players or spectators.
- k) *Forfeited Matches*  
Players from both teams involved in a forfeited match are not allowed to play in any other team on that day. Score Sheets must be lodged when a match is forfeited. Only a club's lowest division team is permitted to forfeit an entire match.
- l) *Minor round matches must be played on the scheduled date and at the scheduled venue unless authorized otherwise by the Committee. Alternatively, matches may be played during the prior week if both teams agree to play all or part of their match. If a suitable time is not available, the club requesting the change must forfeit sets as necessary. Any forfeiting of sets must still be consistent with all related by-laws.*
- m) Any player who has played midweek is not eligible to play for any other team in that week's draw.

#### **9) Clubs with 2 or more teams in the same division**

If 3 matches are played by one player for one team, that player is not allowed to play for another team within the same division.

#### **10) Clearances**

A player seeking a clearance must complete a Clearance Form and lodge it with the Registration and Clearance Secretary.

- a)
  - i) A financial player seeking a clearance must complete a junior clearance form and lodged it with Clearance Secretary; however if the clearance form is signed by all parties, as it is just a formality it may be lodged via the silver box at Olympic Park. It is the requesting club's responsibility to confirm receipt of a junior clearance form.
  - ii) Non-financial players/members will not be granted a clearance.
  - iii) The Clearance Secretary will, within 48 hours of receiving any clearance application, advise both clubs listed on the form.
  - iv) The Club then has 14 days to convince the player to withdraw the clearance. If this is not done within 14 days the clearance becomes automatic. If the clearance is to become effective in less than 14 days the player/club must obtain the signature of the Club Junior President or Junior Secretary of the club the player is leaving on the form.
- b) No clearance is required from a new player entering this Association providing that they are a resident within the Associations boundaries. Players outside the Association boundaries must have a clearance - a facsimile transmission is acceptable, if they have played for a club in the previous season.
- c) A player transferring from one club to another is not eligible to play until a clearance has been received and finalized by the Clearance Secretary.
- d) A player registered and playing with a club in the current season, cannot apply for a clearance from that club after the fourth completed minor round, but upon receipt of a written request, where both clubs involved agree to the clearance, the LJT may sanction such a clearance.
- e) Any clearance will be invalid unless the players date of birth and a parent's signature is present.

#### **11) Cancellation of minor round matches**

Matches must be played except when cancelled by the LJT executive. Cancellation will be placed on our tennis calendar at mgdta.org.au by 7.30am on the Saturday morning of the cancellation. An SMS will also be sent out to those Club Representatives who have provided their contact details on the Season Information Sheet at the beginning of the season. Such an announcement will be made in the event of

extreme weather. All players must otherwise be ready to play at the scheduled time and wait until 9.30am when play can be abandoned.

- a) Heat policy  
If the BOM forecasts on the morning of the match that the temperature will reach 36 degrees celsius by 12.00pm, that day, then the LJT will cancel the round.
- b) In the event that matches do not obtain a result (excluding a draw) and the majority of matches have a result in a division, the remainder of that grade will be awarded four premiership points each.
- c) Match Sheets must be lodged at all times except when matches are cancelled by the LJT executive.

## 12) Tennis attire

- a) Footwear  
Players must wear Tennis Shoes with non marking soles. Shoes with either full black soles or black segments on the soles or black toe guards are NOT allowed at the Olympic Park Courts.
- b) Hats  
The LJT Committee strongly recommends that all Officials involved in Tennis encourage players to wear an appropriate hat.

## 13) Starting time

- a) Is 8.30am for all matches.
- b) If Team A cannot commence any set by 15 minutes after the scheduled start time, then team B who is ready to play, may claim the set not ready for play. If after a further 15 minutes no more sets are able to be played then team B with all sets ready to play may on written protest claim the match. Remember that the order of play was designed to give all players the chance to play at earlier times and use the new tennis balls. It is therefore in minor rounds used as a structured, but not necessary compulsory rotation system.

## 14) Finals

- a) Format
  - i) Semi-Finals 1 v 4 and 2 v 3; the two winners play off in the Grand-Final.
  - ii) If 4 teams in a grade; Semi-Finals 2 v 3; the winner plays 1 in the Grand-Final.
  - iii) In the event of a drawn final, the team finishing higher at the end of the minor round will be the winner.
- b) Eligibility
  - i)
    - (1) Players must play in Order of Merit throughout their club; this by-law takes precedence over the by-laws detailed below.
    - (2) By-law 7aiii must also be adhered to.
  - ii) A Player playing in this Association only, must play 3 minor Saturday round matches to qualify for Finals.
  - iii) A Player playing regularly in the Mt. Gambier and District Associations Senior Competition must play more than 50% of the junior minor round matches in this Associations Competition to qualify for Junior Finals.
  - iv)
    - (1) More than 50% of the player's matches in a season determines the players minimum grade eligibility for finals. Where by-law 14(b)(i)(1) is contradicted by (14)(b)(iv)(1) then an application from a club may be made to the LJT executive, who will make a ruling relating to this matter. Such an application must be made to the Secretary of the LJT, no later than five (5) days prior to the match in question.
    - (2) Where a player plays for a club that has 2 or more teams in the same division, that player must play 3 matches for the same team in that division to be eligible for finals in that team.  
NOTE - refer to By-Law 9.
- c) Umpires  
Semi-finals to be umpired by participating teams as in the minor rounds, however each team must provide one umpire for each court. Clubs that lose the semi-finals must provide two umpires each to umpire the grand final. Clubs will be fined \$10 for each Umpire less than the required number. Umpires must use a pen and paper when scoring. Committee representatives will be allocated to each Finals venue to act as Referees.
- d) Tennis Balls  
When extra courts are allocated for Finals, 2 new balls per team are required.

- e) Order of Play  
For a team of 4 players is Singles 4,3,2,1 - Doubles 2,1  
For a team of any 8 players is Singles 8,7,6,5,4,3,2,1 - Doubles 4,3,2,1  
This order shall not be altered.
- f) Starting time  
8.30am (Saturday morning - all finals) and 6.00pm (Friday night - Division A&B Grand Finals)
- g) Wet finals matches
  - i) In the event of a decision not being reached (excluding a drawn result) after beginning a finals match, that match will be completed using the same players and from the same score on the following Saturday.
  - ii) If a finals match is abandoned before play has commenced, a rematch will be held on the following Saturday.
  - iii) If a finals match has to be played after the scheduled Provisional Finals bye or any other situation arises, the Committee will adjudicate where necessary.
- h) Finals matches must be played on the scheduled venue, date, time and in order of play.
- i) Divisions playing with modified equipment will not play finals and therefore their matches will conclude at the end of the scheduled minor round.

#### **15) Nets**

The court shall be divided across the middle by a net suspended by a cord or metal cable. The height of the net shall be 3 feet at the centre, where it shall be held down tightly by a strap. A strap shall cover the net cord and be fastened to the court. Failure to adhere to this By-Law will incur a fine of \$20 per week. This rule will be enforced as of round one.

#### **16) Club annual subscriptions**

A penalty of the loss of 2 points per team, per club will be incurred if not paid by November 30 2012.

#### **17) Tournaments**

Entry Forms must be lodged by 7.00pm on the Wednesday prior to the Event. Late entries cannot be guaranteed to be accepted. Tournament Fees are to be paid on the day of the Tournament, prior to the player playing. Times and Venues of Play will be posted on the window at Olympic Park by 5.00pm on the Thursday prior to the Tournament.

#### **18) Disputes and protests**

- a)
  - i) In the event of any dispute or protest between any players, club or clubs, these parties may appeal to the Committee.
  - ii) In the case of Clubs, each may have two representatives to present their case. In the case of an Individual Junior Player, the player and one Parent may present their case.
- b)
  - i) All such appeals shall be in writing outlining the case and must be accompanied by a fee of \$10 and be lodged with the Association Secretary not later than 48 hours after the conclusion of the match or the incident concerned. Should the appeal be deemed frivolous by the Committee the fee shall be forfeited.
  - ii) A Club being protested against will be notified of the grounds of the protest within 24 hours of the Association Secretary receipt of the protest. The Club will also be able to have two representatives attending the meeting to state their case.
  - iii) All appeals will be heard and finalized as soon as practicable and within 4 days after receipt of the appeal. The Association Secretary will advise all parties concerned the hearings meeting time and venue.
- c) The Committee shall have the right to act upon any breaches of the By-Laws of the Association.

#### **19) Tennis Australia Code of Conduct and Member Protection By-Law**

All matches shall be played under the laws of the game as adopted by Mount Gambier and District Tennis Association. The Tennis Australia Code of Conduct and Member Protection By-Law shall apply to the Lakes Junior Tennis competition.

#### **20) Code of Conduct**

To be applied to all events controlled by the Association.

This Code shall be enforced by Committee Members, Team Supervisors or any Umpire. No Player or Spectator shall, during a match, and at all times, while within the precincts of the site of the approved tennis match, engage in conducts to the prejudice of the integrity of the game of tennis.

- a) Leaving the Court  
A Player may not leave the court area whilst playing a match, without the permission of the umpire, opposing captain, supervisor or referee. Violation of this rule shall be default of the match the player is participating in. All games or sets won will be retained.
- b) Physical Abuse  
Players or Spectators shall not at any time physically abuse any official, opponent, spectator or other person within the precincts of the match site. Violation of this rule shall be default.
- c) Verbal Abuse  
Players or Spectators shall not at any time verbally abuse any official, opponent, spectator or any other person within the precincts of the match site. Violation of this rule in the first instance will be a warning and in the second instance will be default.
- d) Match offences  
Violation of any of the following rules in any one match shall in the first instance be a code violation, second instance one point penalty and in the third instance be match default.
  - i) Unreasonable Delays - A Player shall not unreasonably delay a match for any reason.
  - ii) Audible or Visible Obscenity - Players shall not use Audible Obscenity or make Obscene gestures within the precincts of the match site.
  - iii) Abuse of Balls, Rackets or Equipment - Players shall not violently or with anger hit, kick or throw a Tennis Ball, Racket or other Equipment or in any way interfere with any Court Equipment.
- e) Reports  
An Umpire or Official must write a report in respect of every offence resulting in default. A copy shall be forwarded to the Association Secretary within 48 hours of the completion of the match. The Association Secretary will forward a photocopy of the report to the offending players Club. The Umpire or Official must also show the defaulted match on the score sheets.  
NOTE - Right of Appeal - There is no right of appeal against any penalty awarded under this By-Law.
- f) Additional Penalties  
The Committee reserves the right to take further action upon receipt of the report. If further action is deemed necessary, parties involved will be required to attend an appropriate meeting convened by the Association Secretary.

## 21) Umpiring

All players should be aware of the following basic principles when playing a match without a Chair Umpire:

- a) Each player is responsible for all calls on his/her side of the net, however it should be noted that a Court Supervisor or Referee is permitted to reverse an incorrect line call. This reversal may be made by the official located within or outside the court enclosure. On the first occasion where this occurs the point will be replayed (regardless of whether it was point winning shot or not) and for subsequent incorrect calls the player loses the point.
- b) If in the opinion of the Court Supervisor or Referee an incorrect line call is a deliberately blatant action the offending player will automatically lose the point and may receive a code violation for Unsportsmanlike conduct.
- c) All "out" or "fault" calls should be made promptly after the ball has bounced and loudly enough for the opponent to hear.
- d) If in doubt, the player must give the benefit of the doubt to his/her opponent.
- e) If a player incorrectly calls a ball "out" and then realises that the ball was good, the point should be replayed, unless it was a point winning shot or unless that player made an incorrect "out" call earlier in the match. In these circumstances, the player who called "out" loses the point.
- f) A service "Let" may be called by either player/team.
- g) Foot faults may only be called by an official standing on court or by a chair umpire. Players may be requested to correct their foot faulting problem by a Referee or Court Supervisor, who will require the player to make an effort during the match to rectify the problem. The receiver may not call a foot fault against the server.
- h) The receiver must play to the reasonable pace of the server.
- i) The server should call the score before each 1<sup>st</sup> serve, loudly enough for his/her opponent to hear.
- j) If players cannot agree on the score, they should calmly discuss the points/games that are disputed. All points or games which the players agree on stand and only those in dispute should be replayed i.e. two players cannot agree on whether the score is 40-30 or 30-40 and disagree only on who won the

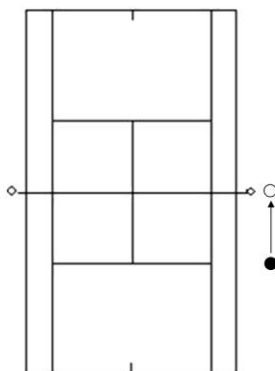
first point in the game. The game shall continue from 30-30, since both players agree that they have won two points each. When the game score is in dispute the same principles applies i.e. two players cannot agree on 4-3 or 3-4, and disagree only on who won the second game. The match shall continue from 3-3, since both players agree that they won three games each. The player who received in the last game that was played will serve in the next game.

- k) 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 any similar hindrance thereafter will be ruled deliberate.
- l) Any hindrance caused by a player that is ruled deliberate by the relevant official will result in the loss of a point.
- m) 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. Either player can call a let in these circumstances provided they do so in a timely manner. Where this is between a 1<sup>st</sup> and 2<sup>nd</sup> serve, a second serve only should be played.
- n) In a situation where a ball is lying on the court at the commencement of the point it will be deemed to be part of the court during the rally. Movement of this ball during the rally does not constitute hindrance.
- o) Players are entitled to request the opponent to remove the ball from the court prior to the commencement of the point.
- p) Players should only leave the court for a toilet break or any other reason with the permission of Referee/ Court Supervisor.
- q) If at the completion of a match, the players involved realise that the scoring format used is incorrect, the match result shall stand provided all players have left the court enclosure. If the mistake is realised before the players have left the enclosure, the correct scoring format should be used to finalise the match. If this is not possible (i.e. the match has progressed beyond the point where the correct scoring format can be implemented), then the score based on the incorrect format stands.  
(Refer to correcting errors in the Rules of Tennis)
- r) Where a code violation second offence / Point Penalty is determined by the Referee or Court Supervisor this may be applied at anytime during the specific game where the offence occurs. If the point penalty cannot be issued during the specific game a code violation second offence will still be issued. It should be noted that any code violation second offence between games is deemed to be part of the following game.
- s) If a player is unhappy with his/her opponent's actions or decisions, he/she should call the Referee (or assistant) immediately. This may include any disputes regarding Lets, Foul Shots or Not Up situations where players cannot reach agreement.

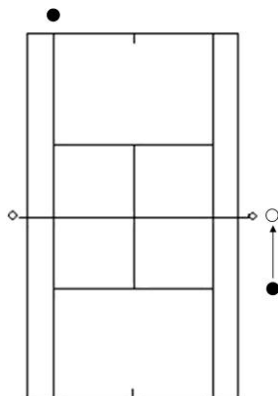
Players who do not fairly follow these procedures could be subject to the Hindrance Rule and the Unsportsmanlike Conduct provision of the Code of Conduct. Any questions on these procedures should be referred to the Referee.

In a situation where central and line umpires are available, it is suggested that umpires stand as illustrated below.

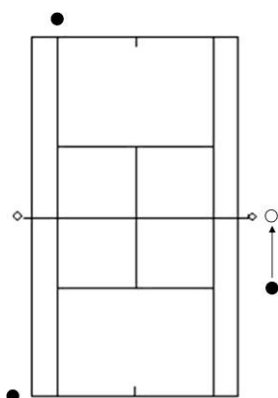
- a) One central umpire



- b) One central umpire and one line umpire



- c) One central umpire and two line umpires



## 22) Etiquette

- a) When ball persons 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 in making line calls, or attempting to determine the score or 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) Don't stall, sulk and complain.
- h) Screaming regularly and loudly, whether in relation to winning and/or losing a point is likely to cause interference to play on nearby courts and may be considered unsportsmanlike conduct.
- i) Overt celebration directed at an opponent may be considered intimidation, and therefore unsportsmanlike conduct.
- j) 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. The call needs to be loud enough to stop their opponents/partner playing.