

PENSFORD TENNIS CLUB

[The 2008 Junior Group Coaching Programme](#) is included, as another attachment, with this letter. Included with this letter is a quantity of application forms for your use. There are also some Health and Safety notes you should read. You can obtain further copies of the schedule and application forms from the court booking area at the Club.

PLEASE NOTE THAT THIS YEAR'S SCHEDULE IS SLIGHTLY DIFFERENT FROM LAST YEAR'S. PLEASE TAKE CAREFUL NOTE OF THE CHANGES.

- These tennis courses are very popular, and the majority of children attend for the whole year. If you are certain that your child (ren) will be attending each course this year, you can send one application form stating each course to be attended, accompanied by a post-dated cheque for each one. **However if you book your child in for the second term onwards, a place will be available ONLY if the first term session is not fully booked.**
- If your child's birthday this year requires that they move on to the next age group, for example, if they are 9, you can book them into that age group now. Otherwise there may not be a place available if you wait until they have had their birthday.
- **For all applications, (except those for the 4 to 5 age range), received by 13 February, priority for places will initially be given to children who are members of the Club. If there are then places still available then the applications from non-members will be given the next priority. All applications received after 13 February will be dealt with on a 'first come, first served' basis, regardless of whether they are from members or non-members.**
- Please assume that the course you have applied for WILL be taking place. I will contact you only in the event of a change to any particular session.
- The courses are classified as for Beginners, Improvers and Intermediate/Advanced players. If you are not sure which course would be appropriate for your child (ren), please contact me for guidance. **PLEASE NOTE THAT A NEW COURSE HAS BEEN INTRODUCED FOR 6-8 YEAR OLDS WHO HAVE NEVER PLAYED TENNIS BEFORE, OR WHO ARE MOVING UP FROM THE RECEPTION GROUP CLASSES.**

CHILD PROTECTION

The Club has a Child Protection Officer, (**Helen Crookes, 0208 287 8655**). If you have any concerns or questions regarding the way your child is supervised during coaching sessions, or, for that matter, whenever your child is on the Club premises, please contact her.

Please contact me if you wish to discuss any aspect of coaching at the Club.



Health & Safety Notes for Children and Parents/Carers

If any of your children are to attend any of the coaching sessions planned for this year, please note the following guidelines to ensure that your child's coaching experience are enjoyable and **SAFE!**

SPECTATOR ETIQUETTE

If you are planning to stay at the Club to watch the coaching session, and you have other children with you, you must ensure that they do not behave in such a way that would distract other playing members, i.e. they must not be allowed to run on to the courts, or around the area comprising the clubhouse and patio, or around the courts fencing perimeter.

CLOTHING AND RELATED EQUIPMENT

- You should be aware that children should be dressed in tennis or general sports clothing. They should not wear clothing which overtly suggests other sports, the classic example of which is the wearing of football shirts/shorts.
- Ensure that your child is wearing **proper tennis shoes, in good repair**. Cross-trainers and other athletics-type footwear is unsuitable, as it is not appropriate for tennis and may also damage your child's feet. In addition, unsuitable footwear is likely to damage the courts.
- Ensure that your child wears **suitable clothing** for the weather conditions. In hot weather loose-fitting clothing is appropriate. In cold weather, several thin layers of clothing are preferable to a couple of thicker layers.
- In wet weather conditions, your child should bring a change of clothing.
- In hot, sunny weather an appropriate sunscreen should be applied, either by yourself or the child. He/she should also wear a suitable hat.
- If your child wears glasses, the lenses should be plastic.

REFRESHMENTS

Your child should bring a sufficient quantity of drink to each session, according to the weather conditions. I will ensure that refreshment breaks can be taken during the coaching session.

RACQUETS

- I will always have a supply of racquets in case your child does not have one, or brings one that is unsuitable. In the latter event, advice will be given to you regarding the correct size of racquet for your child.

MEDICAL/INJURY CONDITIONS

- Any such conditions **MUST** be brought to my notice prior to the first session.

COLLECTING CHILD/CHILDREN AT END OF SESSION

- I must be advised as to who will be collecting your child/children at the end of **EACH SESSION**. I will not let your child/children leave the session until the collector has made themselves known to me.
- If your child/children are to make their own way home, I must be advised prior to the start of each session.

EMERGENCY TELEPHONE NUMBER

- Please ensure that you supply an emergency telephone number in the event of my needing to contact you during a coaching session.

PENSFORD TENNIS CLUB - JUNIOR COACHING APPLICATION FORM

IF YOUR CHILD HAS PREVIOUSLY ATTENDED COURSES YOU ONLY NEED TO COMPLETE THEIR NAME, COURSE CODE AND ANY INFORMATION THAT HAS CHANGED SINCE LAST YEAR

Name..... Date of Birth.....
(if under 16)

Address..... School Attended.....

..... Telephone No.....

.....Post Code..... Mobile Tel. No.....

Emergency Contact Name..... Emergency Tel. No.....

Is your child a member of Pensford Tennis Club?..... E-mail Address.....

PLEASE SPECIFY ANY MEDICAL/INJURY CONDITION WHICH MAY AFFECT YOUR CHILD'S PERFORMANCE DURING A COACHING SESSION.

Course Code Course Cost £.....

Signature, (Parent or guardian if applicant is under 16).....

Date.....

*Please send this form and your payment to: Peter Dunning, 3 Stoneleigh Lodge, Branstone Road, Richmond, TW9 3LD
(Cheques to be made payable to Peter Dunning. Online payments to Peter Dunning, 16-60-51, 10255801 Ref; Applicant Name)*

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