

# AIR HALL COURT REGULATIONS



## WINTER 2020/21

### BOOKING

PLEASE NOTE – Only Club Members may book the air hall ‘bubble’ (courts 9 and 10) but they can be accompanied by up to 3 visitors, with the normal visitor rules and fees applying. **All courts are booked via the online court booking system, found on our website, and your User Id and Pin Number.**

### COVID

As per general guidance please do not enter the facility if you have coronavirus symptoms:-

- a high temperature
- a new, continuous cough
- a loss of, or change to, your sense of smell or taste

**Please do get a test and stay at home.**

**We ask that all sessions finish a few minutes early in order to avoid potential congestion at the air hall entrance area.**

**Please only enter the air hall at the start time of your session. Only players and coaches will be allowed in the air hall - no spectators.**

**If supervision is needed when juniors are practicing together in the air hall, please can only one adult help with this and wear a mask. If juniors are playing a match each player is allowed only one spectator as per LTA tournament guidelines and they are to wear a mask.**

**Players attending Squads will be escorted out of the air hall by a coach to meet with parents / guardians at the end of their session.**

### RATES

The Management Committee decided last year to trial a set hourly rate for the air hall season and the same applies for the 2020-21 season, with no differentiation between peak and off peak.

**The general rate is £14 per court per hour.**

Some late evening and weekend courts are sold in 2 hour time slots. If you book the full slot the last 30 minutes are free! We politely ask that you do not leave 30 minute gaps during these slots

**Please see the Air Hall Rates 2020-21 information sheet**

### MEMBERS & VISITORS

There must be one member playing per court who can be accompanied by up to a maximum of 3 visitors. The member is responsible for paying the visitor fees and making the appropriate entry in the Visitors Book before using the court. The book, visitor slip and payment box are all found in the entrance lobby.

[The number of occasions a visitor may play is limited to 8 times in a year.](#)

[Visitor Fee: Adult £5 and Junior £3 per occasion.](#)

### HOW TO PAY

**Please see court payment information & remember to pay before you play!**

### CANCELLATIONS

If you are unable to play we would appreciate that every effort is made to cancel the court as soon as possible in order to allow other members to potentially use. The booking system has set rules for dealing

with cancellations and refunds. Most members accept these rules without question- and we appreciate that very much, as it saves us time. The system of refunds is the same as last year – with the addition, that if you cancel late and that court is re-sold, you get refunded then, too.

If you cancel more than 24 hours before it's due to start, the booking fee is refunded in full.

If you cancel later than this - [for example - a court booked for Wednesday at 8-30pm needs to be cancelled by 8-30pm on Tuesday evening, if not required](#) - the system WILL refund you **BUT ONLY IF THE COURT IS REBOOKED**. The same applies to everyone: **no refunds for late cancellation** (genuine medical emergencies excepted).

## HONESTY

Complete honesty is required by every member - no cheating please! The court fee must be paid in advance. If you decide to stay on the court for longer than your booked slot, and the court is not required by others, please break from play and book and pay via your phone for the additional time – add on minimum charge is for half an hour, [e.g. even if you stay on for 10 minutes. you have to pay an additional fee for 30 minutes.](#)

In order to be fair to all members anyone abusing the above procedure will be invoiced by the Club for the amount unpaid, plus an additional £15 surcharge. If it happens on a second occasion, the member will again be invoiced but also notified that they are not allowed to use the air hall again for a year. [CCTV in the air hall is monitoring play.](#)

## COURT USE AND LOCK UP

[The air hall should be locked when not in use.](#) The first 'booked' player is to take the air hall key off the hook in the clubhouse entrance lobby beside the black money box, unlock the revolving doors to courts 9 and 10, and place the key on top of the 'protective grill' beside the revolving door.

At the end of play, if no 'booked' player or coach arrives, or if it is the final night slot, please switch off the lights, lock the revolving door (by lining up the door lock with the bolt above the door) return the key to the clubhouse lobby hook and check that the clubhouse door has shut correctly. Also if it is the final night session, check that the main entrance gate has shut tight behind you on the way out.

## LIGHTS!!!!!!!

As we are all aware - electricity prices are ever on the increase. Leaving the lights on when no one is playing costs the club money. PLEASE check the bookings after you and, as mentioned above, if no one appears to be following you or if your session is the final one of the day – switch the lights off.

[NB once lights are switched off they take 15 minutes approximately to light up again.](#)

## CLUB COACHES

All Coaches keep weekly records of coaching fees received and pay court fees directly to the Admin Officer on a weekly basis. 'Block booked' squads and fees are paid into the main account at the end of each block.

When there is good reason, the Coach has the authority to waive a court booking cancellation fee, for the very few pupils having weekly multi lessons. Saturday morning Community Squads are charged at off peak rate. Any visitors pay a visitor's fee to the club.

[The LTA gave the Club significant funding for the cost of the air hall. This was to provide indoor court facilities for a substantial junior coaching programme; in particular after school hours.](#)

**Thank you for your co-operation and enjoy your indoor tennis**

