



BUTT HALL TENNIS CLUB CONSTITUTION

- 01.** The Club shall be known as "Butt Hall Tennis Club" and shall consist of as many members as are duly elected.
- 02.** The object of the Club shall be the promotion of Tennis, sporting and social activities for the benefit of its members.
- 03.** Butt Hall 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 which reflects the principles of the Club and the guidelines contained in the code of Ethics and Good Practice for Children's Sport in Ireland (See Appendix 1).
- 04.** All members will receive a copy of the relevant Code of Conduct, a copy of the Club's Child Protection Statement and a copy of the Constitution. Each member/parent (if member is under 18) will be obliged to sign and return an acknowledgement that they have read and agree to abide by the code of Conduct, the Constitution and the Child Protection Policy. All junior Club members will be required to sign the Junior Club Code of Conduct and Fair Play Policy.
- 05.** Club Colours: The Club colours shall be royal blue and green.
- 06.** The Club shall have at least a President, a Chairperson, a Vice-Chairperson, an Honorary Secretary, an Honorary Treasurer, a Junior Coordinator and a Children's Officer.
- 07.** The Chairperson, the Vice-Chairperson, the Honorary Secretary, the Honorary Treasurer, the Junior Coordinator and the Children's Officer shall be elected annually by the general body of members. The Chairperson shall be elected for a term of one year, and may not serve for more than three consecutive terms. The immediate past Chairperson shall remain on the Executive Committee for at least one year. Notwithstanding this, no member, save for the President, shall sit on the Executive Committee for a period in excess of five consecutive years, save where a sixth or any subsequent year is expressly approved by a vote of those in attendance at an AGM or EGM, without first enjoying a two year period of rest from Executive Committee membership. This rule shall be applicable and years calculated retrospectively for the purposes of elections at any AGM or EGM preceding the AGM at which it was first approved.
- 08.** No employee of the Club shall be eligible for election to the Executive Committee. The Executive Committee may request club employees to attend all or part of an Executive Committee meeting, and club employees may request attendance to discuss a relevant issue. The Executive Committee may request that club employees absent themselves from the meeting for particular sessions or agenda items (i.e. where matters under discussion may represent a conflict of interest for staff, these items may include matters relating to staff remuneration and/ or confidential issues). Club employees or trustees will have no vote at Executive Committee meetings.

09. The President acts as the Guardian of the Club Constitution, and shall endeavour to ensure that the work of the Executive Committee is carried out in accordance with its provisions. In doing so, the President may attend Executive Committee meetings, at which he or she will have a vote. The President shall also represent the Club at internal and external functions and engagements where requested. A General Meeting shall have the power to elect a President as required. The President shall be a member of the Club, and have rendered valuable service to the Club. The Executive Committee shall confirm the eligibility of a proposed President for election. The Executive Committee may nominate a proposed President for election and the name of such nominee shall be circulated to the members at least seven days before the proposed General Meeting. In addition, any five members entitled to vote at a General Meeting may nominate a proposed President for election where such an election is required. The name(s) of any such nominee(s) and the names of the proposers must be submitted to the Executive Committee no later than fourteen days prior to the proposed General Meeting, and these details shall be circulated to the members at least seven days before that Meeting. The candidate elected as President will be the candidate to have received the highest number of votes from the members present and voting at a General meeting. The President shall hold office for a period of five years from the date of election, and for a second term of five years where so approved by those members present and voting at a General Meeting, or until resignation, whichever comes first. If not already an honorary member of the club, upon election the President shall receive an honorary membership for life, effective from the next membership renewal date.

10. A copy of these rules shall be exhibited on the Club's notice board.

11. The rules of Tennis Ireland for the time being shall be the standard rules of reference, provided always that nothing in the rules of Tennis Ireland shall be held to supersede, modify or in any way qualify the rules of the Club.

12. Income and Property: The income and property of the organisation shall be applied solely towards the promotion of its main objects as set forth in this Constitution. No portion of the organisation's income and property shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise whatsoever by way of profit, to the members of the organisation. No Officer shall be appointed to any office of the organisation paid by salary or fee, or receive any remuneration or other benefit in money or money's worth from the organisation in respect of such office. However, nothing shall prevent any payment in good faith by the organisation of:

a) reasonable and proper remuneration to any member or officer of the organisation for any service rendered to the organisation (other than as an officer);

b) reasonable or proper remuneration to any company of which the member or officer of the organisation is a director or shareholder, for any services rendered to the organisation;

c) interest at a rate not exceeding 5% per annum on money lent by officers or other members of the organisation to the organisation;

d) reasonable and proper rent for premises demised and let by any member of the organisation (including any Officer) to the organisation;

e) reasonable and proper out of pocket expenses incurred by any Officer in connection with their attendance to any matter affecting the organisation;

f) Fees, remuneration or other benefit in money or money's worth to any Company of which an Officer may be a member holding not more than one hundredth part of the issued capital of such company.

Winding-up: If upon the winding up or dissolution of the organisation there remains, after satisfaction of all its debts and liabilities, any property whatsoever, it shall not be paid to or distributed among the members of the organisation. Instead, such property shall be given or transferred to some other institution or institutions having main objects similar to the main objects of the organisation. The institution or institutions to which the property is to be given or transferred shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as is imposed on the organisation under or by virtue of Clause...hereof. Members of the organisation shall select the relevant institution or institutions at or before the time of dissolution, and if and as so far as effect cannot be given to such provisions, then the property shall be given or transferred to some charitable object.

Additions, alterations or amendments: No addition, alteration or amendment shall be made to or in the provisions of the Main Object(s), Income and Property and the Winding-up clauses in this Constitution for the time being in force unless the same shall have been previously approved in writing by the Revenue Commissioners.

Keeping of Accounts: Annual audited accounts shall be kept and made available to the Revenue Commissioners on request.

MEMBERSHIP

13. Membership of the Club shall consist of the following categories: Adult Members, Family Members, Junior Members, Country Members, Student Members, Senior Members.

14. Family Members: to be defined

Country Members: Country members are those members who are members of another Club, and who reside outside the general catchment area of the Club.

Student Members: Student members are persons who have reached the age of 18 years, and are in continuous full-time education.

Junior Members: Any person under the age of 18 years on 1st of January in the current year shall be eligible for junior membership. Junior members shall be bound by the rules and byelaws of the Club. They shall have the right of attending at General Meetings, but shall not have the right to vote or hold office.

15. The annual subscription and all other fees shall be decided by the Executive Committee. The annual subscription shall become due on the 1st of June each year in advance. If a subscription remains unpaid by the 30th of June, notice shall be sent to the defaulter. If unpaid by the 31st of July, the defaulter shall cease to be a member, unless excused to the satisfaction of the Executive Committee.

16. A member may introduce a visitor at a fee to be fixed by the Executive Committee.

POWERS AND DUTIES OF EXECUTIVE COMMITTEE

17. Any member who believes the conduct of another member is contrary to the Constitution of the Club, or Governing Body Regulations, or whose conduct is likely to bring the Club into disrepute, may inform any member of the Executive Committee in writing. A meeting of the Executive Committee shall be held within fourteen days after the complaint has been received. All parties involved will be invited to attend individually to speak to the Executive Committee. The Executive Committee shall inform in writing both the member who made the complaint and the member who is subject to their decision within seven days of a decision being made. Notification of the complaint will be forwarded to the Governing Body.

18. Where a complaint is deemed of appropriate severity by the Executive Committee, the Executive Committee have the right to invoke its disciplinary procedure. The General Committee will have the following options at its disposal under the disciplinary procedure.

- (i) Impose a fine where applicable. The member being fined will be informed in writing of the amount and the date which it must be paid. All fines will be paid to the Treasurer. Failure to pay the fine will result in further options being invoked.
- (ii) Recommend the member undertakes a period of retraining or re-education if applicable.
- (iii) Impose a period of suspension for a defined period.
- (iv) Terminate the membership of the person as outlined in the Constitution.

During the period of suspension, the member is suspended from all activities at, or on behalf of, Butt Hall Tennis Club and therefore shall be ineligible to participate as a member, in the affairs of the Club.

The member shall be informed in writing of the reasons for the suspension and the date from which the suspension shall commence. The member may invoke the appeals procedure. The General Committee has the power to reinstate the suspended member if the decision of the appeals procedure finds in favour of the member and the Honorary Secretary shall inform the member in writing of the date from which he/she is reinstated. Notification of the disciplinary action taken and the outcome of any appeal will be forwarded to the Governing Body.

19. A member may appeal a decision to the Executive Committee in respect of a disciplinary matter or a complaint. The appeal must be made in writing to the honorary Secretary within fourteen days of the member being notified about the outcome of the complaint procedure or disciplinary procedure. The appeal will be heard by the appeals sub-committee in accordance with their procedures. Notification of the outcome of an appeal will be forwarded to the Governing Body.

20. The Executive Committee shall have the power to terminate the membership of any individual member where it has been clearly demonstrated that a serious breach of the Club Constitution has taken place. The individual member shall have the right to be heard by the Executive Committee before the final decision is made. The Executive Committee shall inform the member in writing of any decision to terminate their membership. There shall be a right of appeal to the governing Body, subject to their procedures. Notification of the termination of a membership will be forwarded to the governing Body.

21. The management and control of the property, funds, affairs and all undertakings and arrangements of the Club of every nature whatsoever shall be vested in the Executive Committee, which shall be responsible to the members for the interpretation and observance of all rules.

22. Without prejudice to any of the rules, the Executive Committee shall in particular have the following duties:

a. To make and rescind by-laws not inconsistent with the rules of the Club for the time being. The said byelaws shall be exhibited in the club house.

b. To co-opt up to two additional members and to fill any temporary or casual vacancy occurring among the Officers or on the Executive Committee. Such co-opted person shall automatically retire at the next General Meeting.

c. To suspend or, if necessary, expel any member of the Club whom they may consider to have acted in a manner derogatory to the interests or welfare, or contrary to the rules or bye-laws of the Club, provided that the motion for the expulsion be supported by at least eight members of the Executive Committee, and that the defaulting person shall have been given a reasonable opportunity of appearing before the Executive Committee and offering an explanation. Any person suspended or expelled from membership of the Club may not use any of the facilities of the Club as a visitor. No refund or partial refund of any fees or other charges shall be made to any person suspended or expelled from membership of the Club.

d. To appoint, if they see fit, one of their members to act as Assistant Honorary Secretary or Assistant Honorary Treasurer.

e. After each Annual General Meeting the Executive Committee shall appoint as many sub-committees as it deems necessary for the proper functioning of the Club. The personnel of the foregoing shall be determined by the Executive Committee, who will desire those named sub-committees to act within reasonable limits on their own initiative in discharging their duties. They shall, however, be subject to the authority of the Executive Committee and make up to the latter such periodic reports as may be decided upon. The Executive Committee shall appoint at least one of their number to act on each named sub-committee, and also determine each necessary quorum. The Executive Committee may, subject to the foregoing byelaws, make other appointments of a similar nature.

f. To remove from the Executive Committee any member who by his or her continued absence from meetings, or by otherwise displaying a lack of interest in the affairs of the Club, shall in their opinion cease to be of service to the Club, provided that the motion for expulsion be supported by at least eight members of the Executive Committee.

g. The Executive Committee shall meet generally on a monthly basis, with a minimum of ten meetings per year. At each meeting, a statement of the financial position shall be furnished by the Honorary Treasurer or the Honorary Treasurer's deputy. At the Annual General Meeting the Honorary Secretary shall produce a record of attendance at Executive Committee meetings during the year.

h. The Honorary Treasurer shall keep proper records of all disbursements in connection with the Club and shall discharge all liabilities of the Club, under the direction of the Executive Committee. Each item of non-recurring expenditure over £1000.00 shall be approved by the Executive Committee and recorded in the minutes. Prior to the Annual General Meeting the Honorary Treasurer shall prepare a statement of the Income and Expenditure of the Club for the twelve months up to the 30th of September. This statement shall be audited by the Honorary Auditor appointed and shall be available to the members one week prior to the Annual General Meeting.

i. Borrowing Powers: The Executive Committee shall have power to borrow for the purposes of the Club by way of overdraft, term loan, loan account or otherwise from the Club's bankers, with interest in the category of accommodation granted, such amount of money either at one time or from time to time, as it may deem proper, such borrowings to be effected in the names of the Club's trustees, and to give security for such borrowings and the interest thereon by the issue of bills of exchange, promissory notes or other obligations or securities of the Club or by mortgage or charge upon all or any part of the property of the Club and thereupon the trustees shall at the

direction of the Executive Committee make all such dispositions of the property of the Club or any part thereof and enter into any agreements in relation thereto as the Executive Committee may deem proper for giving such security.

j. To enter into agreements to hire the pavilion to responsible persons for social functions, meetings, etc.

k. The Executive Committee shall have, the power, for the due management of the Club, to appoint and dismiss any employees of the Club as they deem necessary.

l. The Executive Committee shall be entitled to acquire by purchase, lease, fee farm or otherwise, either for an estate in fee simple, or for a less or other estate or interest, whether immediate or reversionary and, whether vested or contingent, any lands, tenements, or hereditaments, of any tenure, whether subject or not to any charges or encumbrances, and to hold and utilise same for the benefit of the Club and to mortgage or charge same either absolutely or conditionally to raise or borrow money on or without the security of same. The Executive Committee shall not be entitled to sell, let (except for short-term lettings), alienate or dispose of any lands without the approval of a General Meeting except to comply with an Act of Parliament, Local Authority Regulation or Bye-law or other Statutory Requirement.

23. The Chairperson of the Club for the time being shall, if present, preside at all meetings of the Executive Committee, or in his absence, the Vice-Chairperson, if present, or in the absence of both, an ordinary member of the Committee shall be appointed by those present to take the chair and preside. On any matter before the meeting, the Chairperson shall have a casting vote in addition to the Chairperson's vote as a member of the Executive Committee. The quorum for meetings of the Executive Committee shall be 8, two of who must be officers.

24. The Club shall if possible appoint each year two members one male one female who will have a remit for Child Protection. This will include attending relevant training courses, liaising with relevant agencies when necessary and bringing to the attention of the General Committee any incidents or information deemed appropriate. At least one of these Children's Officers will sit on the General Committee.

GENERAL MEETINGS

25. The Annual General Meeting shall be held in the month of January each year, for the consideration of the Audited Accounts for the twelve month period ending the 31st of December, the Officers' Reports, the election of Officers and Executive Committee for the ensuing year, the alteration or making of rules, and the transaction of general business. Notice of proposed alterations or additions to the rules or any matter affecting the constitution of the Club must be given in writing to the Honorary Secretary on or before the 15th of December in any year.

26. A Special General Meeting may be called at any time by direction of the Executive Committee, or on a requisition being presented to the Honorary Secretary, and stating the business to be brought forward. No business shall be transacted at such a meeting, except that specified in the requisition or printed in the agenda.

27. Seven days notice shall be given to members of both Annual and Special General Meetings, and the Honorary Secretary shall send such notice accompanied by a copy of the agenda to each member.

28. The quorum for any General Meeting shall be twenty members entitled to vote, and voting by proxy shall not be allowed.

29. On the motion before a meeting, the Chairperson shall have a second or casting vote, in addition to the Chairperson's vote as a member.

30. The Chairperson may, with the consent of the meeting, adjourn any meeting from time to time, and from place to place; but no business shall be transacted at any adjourned meeting other than that left unfinished at the meeting from which the adjournment took place.

31. At the Annual General Meeting, it shall be part of the business of the meeting to elect an Honorary Auditor.

32. The order of election at the Annual General Meeting shall be as follows: Chairperson, Vice-Chairperson, Men's Captain, Ladies Captain, Honorary Secretary, Honorary Treasurer, Junior Coordinator, Children's Officer, Members of the Executive Committee and Honorary Auditor.

33. Minutes of the proceedings of every General Meeting and of every meeting of the Executive Committee shall be recorded in books kept for the purpose. Such minutes, signed by the Chairperson, shall, in the absence of proof or error, be accepted as conclusive evidence of the facts therein stated.

34. The foregoing rules shall not be altered or supplemented except such alterations or additions shall be passed by a two-thirds majority of members present and entitled to vote at a General Meeting.

40. Right to Vote: The following shall have the right to vote at Annual and Special General Meetings: Ordinary Members, Students in Family Membership, Student Members and Honorary Members.

APPENDIX 1

POLICY STATEMENT: Tennis Ireland is fully committed to safeguarding the well being of its members. Every individual in the organisation 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 organisation and the guidelines contained in the Code of Ethics and Good Practice for Children's Sport.

CODE OF CONDUCT FOR SPORTS LEADERS:

A SPORTS LEADER IS ANY ADULT INVOLVED IN CHILDREN'S SPORT INCLUDING, COACHES, ADMINISTRATORS, OFFICIALS & PARENTS. THE SPORTS LEADER WILL:

1. Treat all students with respect at all times. Be honest and consistent with them. Honour all promises and commitments, both verbal and written.
2. Provide feedback to students and other participants in a caring manner sensitive to their needs. Avoid overly negative feedback.
3. Recognise students' right to consult with other coaches and advisers. Cooperate fully with other specialists (e.g. Sports scientists, doctors, physiotherapists etc.)
4. Treat all students fairly within the context of their sporting activities, regardless of gender, race, place of origin, athletic potential, colour, sexual orientation, religion, political beliefs, socio-economic status, and any other condition.
5. Encourage and facilitate students' independence and responsibility for their own behaviour, performance, decisions and actions.
6. Involve the students in decisions that affect them.
7. Determine, in consultation with students and others, what information is confidential and respect that confidentiality remembering that the child's welfare is paramount.
8. Encourage a climate of mutual support among your students.
9. Encourage students to respect one another and to expect respect for their worth as individuals regardless of their level of play.
10. At all times use appropriate training methods, which in the long term will benefit the students, and avoid those, which could be harmful.
11. Ensure that the tasks/training set are suitable for the age, experience, ability and physical and psychological conditions of the students.
12. Be acutely aware of the power that you as a coach develop with your students in the coaching relationships and avoid any sexual intimacy with students that could develop as a result.
13. Never ask anyone to keep secrets of any kind.
14. Actively discourage the use of performance- enhancing drugs, the use of alcohol and tobacco and any illegal substance.
15. Respect the fact that your goal as a coach for the student may not always be the same as that of the student. Aim for excellence based upon realistic goals and due consideration for the student's growth and development.
16. Recognise individual differences in students and always think of student's long-term best interests.
17. Set challenges for each student which are both achievable and motivating.
18. At all times act as a role model that promotes the positive aspects of sport and of tennis by maintaining the highest standards of personal conduct and projecting a favourable image of tennis and of coaching at all times.
19. Do not exploit any coaching relationship to further personal, political, or business interests at the expense of the best interest of your students.
20. Encourage students and other coaches to develop and maintain integrity in their relationships with others.
21. Respect other coaches and always act in a manner characterised by courtesy and good faith.
22. When asked to coach a student, ensure that any previous coach-student relationship has been ended by the student/others in a professional manner.
23. Accept and respect the role of officials in ensuring that competitions are conducted fairly and according to established rules.
24. Know and abide by tennis rules, regulations and standards, and encourage students to do likewise. Accept both the letter and the spirit of rules.
25. Be honest and ensure that qualifications are not misrepresented.
26. Display high standards of personal behaviour and appearance and respect all facilities and equipment.
27. Arrive well on time for all training sessions, matches, competition, social occasions and inform an appropriate person if ill or unable to attend.
28. Ensure that attendance records are kept of all recognised training sessions and social activities with the attendance of each participant noted appropriately. An incident form must be used to record any accidents, injuries or unusual incidents.
29. Ensure that car insurance is appropriate for transporting young people to and from events if necessary. Please note, normal car insurance may not be sufficient.
30. Ensure that all those working with young people hold appropriate qualifications in coaching, leadership and officiating. Any helpers, during training sessions or competitions, must work under the guidance and supervision of a qualified sports leader.

31. Ensure that knowledge is updated through the Tennis Ireland Continuous Professional Development Programme.
32. Be open to other people's opinion and willing to continually learn and develop.

AS A SPORTS LEADER I CONFIRM THAT I HAVE READ THE CODE OF CONDUCT AND AGREE TO ABIDE BY THE CODE.

Print name Address

Signed Date.

CODE OF CONDUCT FOR TENNIS PLAYERS:

THE TENNIS PLAYER WILL:

1. Play by the rules of the game
2. Abide by the rules set down by team managers when travelling to away events.
3. Behave in a manner that avoids bringing the game of tennis into disrepute.
4. Respect officials and accept their decisions.
5. Respect opponents and always shake hands at the end of a match.
6. Use his/her best efforts in competitive matches.
7. Refrain from the use of audible & visual obscenity
8. Refrain from ball/ racquet abuse
9. Refrain from the use of coaching during competition
10. Never use unfair or bullying tactics to gain advantage on or off the court.
11. Never use bullying tactics to isolate another player.
12. Never pass on gossip about another player or adult.
13. Never make false allegations against other players or adults.
14. Win with grace and lose with dignity.

I have read the Tennis Ireland Code of Conduct above and agree to abide by the guidelines set out in the code.

Signature of player _____ Date _____

BEING A BETTER PARENT:

INTRODUCTION: Research has shown that tennis is one of the healthiest, least injurious sports youngsters can play. Tennis is a lifetime sport. It builds self-confidence and self-esteem. It teaches self-discipline, self-reliance and respect for others. But, above all, it provides a good way of performing physical exercise whilst having fun. Today, more children than ever before are taking part in tennis. However, there's a big difference between learning the basic strokes to play the game at recreational level, and competing successfully at a high level. Individual competitive sports like tennis usually teach the youngsters to work hard, to learn to manage stress to perform under pressure, and test emotional and physical balance. However, they can also impose pressures which are damaging if handled wrongly. Sometimes competitive junior tennis can be especially difficult for both parents and children because there are many factors which affect this competitive environment which are usually new for everybody. For parents, competitive tennis can become a complex experience, especially if they themselves have not played at a competitive level before. For youngsters, problems occur because too often, the demands that competitive tennis place on them seem to lie beyond their control and abilities. You, as a parent, want to help your child to manage this new situation, as you do in other aspects of your child's life: school, friends, family, etc. You want your child to be happy, to have fun and to learn to play tennis to a reasonable level. No doubt that's why you encouraged them to be involved in the sport in the first place. Being a parent can be a difficult task, and it can be even more difficult to be a good parent of a tennis player. To know what is best to do to help your child and also when and where to do it is not easy. There are a lot of questions to ask but it is difficult to know who to ask, and for the most part, there are no clear answers or guidelines to follow. Many problems occur because parents are unsure as to how they can best help their child and so use their natural instincts. In doing this, they go wrong far more often than they go right. Interestingly enough, research has shown that the support and interest of the parents is crucial to the child's continued participation in tennis. However, it has also shown that much of the physical and emotional stress affecting the games of junior tennis players is caused by their parents. The consequences of excessive stress in junior competitive tennis are uniformly negative and often lead to burnout. Moreover, if parents put unnecessary pressure on their child, this also can damage their parent/child relationship. The reality is that parents have a very important role to play in their child's tennis activity, whatever the level of participation. Parents need, however, to be trained and prepared for the role they have to play in this team. Hence the reason for this document which has been written to help you, the parent, to perform better within the highly complex and sometimes confusing world of competitive tennis. It is written to inform and to provide guidelines on how to best help your child and to ensure that you, as well as your child, enjoy your involvement in tennis. We hope that you find the information useful in your tennis parent role wherever in the world it may be.

PARENTS AND TENNIS AS A SPORT:

- Focus mostly on performance rather than on tennis results only or outcomes.
- Reward effort/hard work ahead of success. AVOID rewarding only results.
- Promote the perspective that tennis is only a sport emphasising its value as a preparation for life. Don't make tennis bigger than life by, for instance, placing more importance on tennis than schoolwork.
- As a tennis parent, try to understand and have empathy with the emotional pressures and the complexity of the sport itself. AVOID underestimating the stresses of an individual sport like tennis.
 - Give your children tasks and responsibilities which will in time, build self- confidence and independence.
 - Ensure that the tennis competitive experience is a positive one, principally from the perspective of developing the person. Emphasise the important elements of sportsmanship, ethics, personal development, responsibility and a positive attitude towards others and, by doing so, share with your child a healthy interest in a great sport. Don't allow training and competition to become a negative experience for you or your child.
 - Realise that children not only have the right to participate in tennis but also, to choose not to participate.
- Let your child know you care and are there if they need you to help them. Don't become over involved in your child's tennis.
 - Be prepared to listen and learn. AVOID thinking that you know everything about tennis.

PARENTS AND THEIR SONS AND DAUGHTERS:

- Be ready to help emotionally and offer encouragement especially when your children face hard times. Do not use punishment and withdrawal of love, affection and warmth to get your children to try harder or perform better.
 - Make your child feel valuable and reinforce his self-esteem especially when he loses. AVOID criticising your children's results.
 - Clearly state that your child is playing and you will be there encouraging him if he wants you to be. Do not make statements like "we're playing today", as if you were going to be on court too.
 - Recognise your child's achievements in tennis but keep their feet firmly on the ground by keeping sporting results in perspective. AVOID placing them on a pedestal.
 - Emphasise that, win or lose, I love you just the same. Do not get upset or treat your child differently when he loses.
 - Stay throughout the match and show your child you care and you value his or her effort by not overreacting to positive or negative situations. Don't walk away from a match because your child is doing badly.
 - Ask questions such as, How was the Match? How did you play? Did you enjoy it? which show you care about your child and their performance/enjoyment rather than the result. AVOID asking, Did you win after your child comes back from a match.
 - AVOID over training and burnout. Don't forget that your child is still growing.
 - Be supportive (financially and otherwise), reinforcing that you are happy to support your child's involvement in tennis.
 - AVOID fostering guilt by making your child feel that he owes you for the time, money and sacrifices you have made.
 - Try to encourage your child to be independent and to think for himself/herself. Do not coach from the sidelines.
 - Following a loss by your child, keep the loss in perspective by emphasising that it is only a tennis match. However bad the result was, the world hasn't come to an end and the sun will come up again tomorrow. Do not verbally abuse your child particularly following a loss.
 - Try to be honest and consistent when communicating with your child about his tennis. Do not tell lies.
 - Encourage your child to take responsibility for their success or failure and to face up to the reality of the match and their actions. (e.g., it was the same surface for both of you). The main objective should be whatever the conditions, to help them to focus on trying their best. Then they will always be true winners. AVOID making excuses for your child (the court was too slow; the opponent was lucky; blame the umpire etc.).
 - Show your interest in your child's tennis by attending events occasionally. However, AVOID attending every practice and every match.
 - Let the coach decide how much your child should practice. AVOID criticising your child for failure to play more tennis, or forcing him to train. Remember, when it comes to training, quality is more important than quantity.
 - Understand the risks and look for the signs of stress (sleeplessness, hypercriticism, cheating, etc.). Be sensitive to your child's expressions of insecurity and anxiety resulting from their involvement in competitive sport
 - The only expectation that you should have from your child's involvement in tennis is that playing tennis will help him/her to become a better person and athlete. Anything else will be a bonus. Do not assume or expect that your child will become a successful professional tennis player.
 - Encourage your child to play other sports, to build relationships and to participate in other activities. AVOID forcing your child to focus entirely on tennis.
 - Compare your child's progress with his own abilities/goals. Do not compare your child's progress with that of other children.

- Try to motivate your child in a positive and caring way (e.g. positive reinforcement). A ratio of 3:1 positive comments to each negative one is a good guide for giving effective feedback to your child. Do not harass or use sarcasm to motivate your child.

- Ensure your child respects the principles of good sportsmanship, behaviour and ethics. Do not ignore your child's poor behaviour (cheating, using abusive language or treating others with disrespect) or overlooking critical areas of your child's development at the expense of tennis. If this type of behaviour occurs, get involved quickly and be prepared to act if his behaviour is unacceptable.

- Reward your child for what he is as a human being not as a tennis player. Do not tie special privileges, prizes, external rewards, etc., to winning in tennis. •Understand that you and your child need to share other interests and will often need a break from tennis. AVOID arguing or spending too much time speaking about tennis with your child.

- Your child's welfare and well being is the most important thing. Do not let your child's tennis become more important to you than your child.

- Realise that tennis players usually need some space when they lose. A pat on the back or an unemotional word of encouragement is often sufficient as the player leaves the court. You can discuss the match when they are less emotional.

PARENTS THEMSELVES:

- Try to look positive, content, determined, calm and relaxed during matches. Do not show negative emotions by looking nervous or disgusted on the court side when, for example, your child makes a silly mistake.

- Keep your sense of humour and try to have fun through your child's tennis. Know that it takes emotional control to be a good tennis parent.

- Stick to your parental role. AVOID trying to be your child's coach (i.e. become too involved in strategy, technique, etc.).

- Live your own life apart from tennis. Remember you have personal needs too. Don't totally neglect them. AVOID trying to live out some of your unfulfilled dreams through your child's tennis.

- Recognise and be generous in your applause of the performance and effort of your child's opponents. Do not ignore or criticise your child's opponents.

PARENTS AND THEIR CHILDREN'S COACH AND OTHERS:

- Show an interest in your child's coach by having regular meetings and discussions regarding your child's progress.

- Ensure that the coach you choose is qualified and signed up to the Tennis Ireland Code of Ethics.

- Be sure you understand the coach's philosophy and his/her teaching methodology. Once you are happy with this you should show respect for his/her expertise.

- Be sure that the coach understands what your child's goals are in tennis.

- Prior to hiring a new coach for your child, ensure that any previous coach's student relationship has been ended in a professional and ethical manner.

- Understand that your child's coach is a qualified professional who can help your child in many areas, both tennis and others, and also help you to understand and to know more about tennis. Assist the coach by helping them through your experiences to gain insights into and a better understanding of your child's personality and feelings. AVOID considering the coach as merely an employee or ball feeder who has only professional goals.

- Develop good relationships with other parents.

- Try to keep a balance between tennis and the interests of the other members of the family. Don't overlook other children in the family.

PARENTS DECLARATION FORM:

1. I will respect the rules and procedures set down in the Tennis Ireland Code of Conduct for children in Sport.

2. I will respect my child's team - mates, coaches, other parents as well as players, parents and coaches from opposing teams.

3. I will give encouragement and applaud only positive accomplishments whether from my child, his/her team OE mates, their opponents or the officials.

4. I will respect my child's coach and respect his/her efforts.

5. I will respect the officials and their authority during matches.

6. I will never demonstrate threatening or abusive behaviour or use of foul language.

7. I will encourage my child to treat other participants, coaches, selectors and managers with respect.

Name _____ Date _____

Signature _____.