

# KENILWORTH LAWN TENNIS & SQUASH CLUB LTD

Crackley Lane Kenilworth Warwickshire CV8 2JS

Tel 01926 856673

## **APPLICATION FOR JUNIOR MEMBERSHIP**

Thank you for showing an interest in joining our Club. We hope this information will answer questions you may have, as well as providing us with the details needed to process your application for membership.

### The application pack contains:

- This page, with useful names and numbers
- Code of Practice for Parents, Guardians and Carers
- Parent, Guardian and Carer Agreement Form (2 sides)  
This part is very important giving us important contact details, and special health factors we should know and **MUST BE COMPLETED BEFORE JOINING**
- Copy of the Child Protection Statement
- Application Form for membership.

The Parent, Guardian and Carer Agreement Form is kept locked in the professionals office, (where we hope it is never needed). The data on the Application Form will be used only for membership issues and processing subscriptions.

### People

**James Roe is the Club's Tennis Coach and Steve Townsend is the Squash Coach.**

Both are professional and qualified coaches with a good support team working with them.

All questions about Group and Individual coaching should be directed to them (details below).

Mrs Helen Cochrane is the Junior Representative on the Club's General Committee.

Mr Miles Wyatt-Smith and Mr Jim Davies are the Tennis Junior Organisers. They enjoy the active support of an enthusiastic Junior Committee – see the Junior Tennis Notice Board.

The Squash Section does not have, at present, a Junior Organiser but Steve and his team carry out a lot of the organisation, with the support of parents.

**The Child Protection Officer for the Club is Alan Pearson (024 76 469424)**

### General

If you decide to join, you will be issued with a shoe tag, which must be worn at all times when on Court. You may find it useful to have a door card to gain access to the Club. Door cards cost £10 in addition to the membership fee.

Parents, guardians, carers of very young\* tennis members are entitled to be on court with their child as a non-member – please use the Kidszone or Junior Court whenever possible, and please have appropriate foot wear. All other parents should be Members if they wish to be on court with their children. Parents, guardians, carers can, of course, be signed in for 3 visits – before joining. (\*As a rough guide this is aimed at children playing Mini Red Tennis and below.)

If you need more information than is offered here, please feel free to contact any of the following:

Club Tennis Coach	James Roe	07958 278304
Club Squash Coach	Steve Townsend	07775 581392
Club Steward	Richard Levitt	01926 852673

Or visit our websites [www.kltsc.co.uk](http://www.kltsc.co.uk)

PLEASE NOTE THAT THE PARENT, GUARDIAN, CARER AGREEMENT FORM MUST BE SIGNED BEFORE ANY MEMBERSHIP CAN BE CONSIDERED.

## **Code of Practice for Parents, Guardians and Carers**

Kenilworth Lawn Tennis and Squash Club is fully committed to safeguarding and promoting the well-being of all its members. The Club believes that it is important that members, coaches, administrators and parents/guardians/carers associated with the Club should, at all times, show respect and understanding for the safety and welfare of others.

Therefore, members are encouraged to be open at all times and to share any concerns or complaints that they may have about any aspect of the club with a relevant member of their Sports Committee.

All Parents, Guardians and Carers of junior members of Kenilworth Lawn Tennis and Squash Club are expected to abide by the following code of practice:

- Encourage your child to learn the rules of tennis, squash and croquet and play within them.
- Discourage unfair play and arguing with officials.
- Help your child to recognise good performance, not just results.
- Never force your child to take part in sport.
- Set a good example by recognising fair play and applauding the good performances of all.
- Never punish or belittle a child for losing or making mistakes.
- Publicly accept judgements made by officials.
- Support your child's involvement and help them to enjoy their sport.
- Use correct and proper language at all times.
- Allow your child to play in the sport stage that is appropriate to them. This will ensure they enjoy playing the game, develop their skills and gain confidence.
- Purchase balls and rackets that match the stage your child is in.
- Be patient. Steady progression is unusual in children; peaks and plateaus are common.
- Your first question following any match should be: "Did you enjoy it?" not "Did you win?"
- At no stage should you communicate with your child or interfere with the on-court helpers and referees during a match – just enjoy the game and let officials take care of the rules!

Kenilworth Lawn Tennis and Squash Club  
Crackley Lane, Kenilworth, CV8 2JS  
Phone: 01926 852673

**Parent, Guardian, Carer Agreement for Activities at the Club**

Your child's safe enjoyment of their sport is the Club's top priority. This form, in several parts, aims to ensure this happens.

Please read all the parts carefully, complete all information and sign, where needed, indicating your agreement. Any changes in information should be notified to the **Junior Representative ASAP.**

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Details of the Activity (tennis, squash, croquet): please enter: .....

**Child's name:**

**Date of birth:**

**PARENT, GUARDIAN, CARER AGREEMENT**

I have read and accept the KLTSC Code of Practice for Parents, Guardians and Carers.

I acknowledge the need for..... to behave responsibly, and recognise the coaches' role is to coach, and therefore disruptive behaviour will result in juniors being excluded from sessions, including Junior Nights and other events at the Club.

**Signed** :..... **Full name (Capitals)** :.....

**Relationship (parent, guardian or carer) with child:** ..... **Date:** .....

Furthermore, I understand that the Club strongly advise parents/guardians/carers NOT to leave unsupervised juniors at the Club. **(It is the responsibility of parents, guardians and carers to decide at what age their children are old enough to be left at the Club unsupervised.)**

**PHOTO CONSENT**

There are occasions when **photographs** are taken at the Club for publicity purposes. These are for display on the Club notice boards, the Club web site, the local press or Sports related publications.

I agree to my child partaking in the activities at the Club and have no objection to their photograph being taken and used for the above.

**Signed** :.....

**Date:**.....

**Full name (Capitals)** :.....

**CONTACT DETAILS: PARENT, GUARDIAN OR CARER**

Emergency contact : (name)

Tel No Home :

Work :

Mobile :

Home Address

Alternative emergency contact : (name)

Tel No Home :

Work :

Mobile :

Home Address

E-mail address for sending information (not as an emergency contact):

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**MEDICAL INFORMATION**

Family Doctor : Name

Tel No:

When did your child last have a tetanus injection?

Is there any other information relevant to your child's health and well-being e.g. any conditions requiring medical treatment or medication? Is your child allergic to any medication? (please specify)

I agree to my child being treated by qualified First Aiders at the Club if necessary.

I agree to my child receiving medication or treatment as considered necessary by medical authorities if needed in an emergency and if I cannot be contacted.

Signed: .....

Date:.....

Name (Capitals) .....

**This form should be returned with your application form. It will be retained in a confidential place and will be available for activities at the Club by the Club Coaches and/or Club Officials.**

# **KLTSC Child Protection Policy Statement**

**Kenilworth Tennis and Squash Club** aims to create an enjoyable environment for all juniors who wish to take part in tennis or other sport and social activities at the club.

We believe that children and young people have the right to be safe, secure and free from threat.

We believe that young people have the right to be treated with respect, and to have their concerns listened to and acted upon.

We will ensure that the club provides for the needs of junior members through specific programmes, designated facilities, and safe practice.

We have procedures in place to address poor practice, and to help any young person who appears to be at risk, or who appears to be the victim of abuse. We will offer help and support when a child or young person tells us that they are affected by these issues.

We will take steps to ensure that any club volunteers or professionals working with children are suitable to do so, through the use of references and background checks. We will ensure that all relevant people have been vetted and approved through the LTA's Criminal Record Bureau disclosure process.

We will ensure that all of those working with children are made aware of the LTA code of conduct for people working with children in tennis, and are required to follow it.

The club has an adult member who is specifically responsible for children, young people and child protection: Child Protection Officer.

This person's name is: Alan Pearson

Telephone Number: 024 7646 9424

**Kenilworth Tennis and Squash Club Ltd.**  
 Crackley Lane, Kenilworth, CV8 2JS 01926 852673

Please supply some details for our data base;  
 (which is secure and private, and covered by the Data Protection Act).

Application for Junior Membership of Kenilworth Lawn Tennis and Squash Club

PLEASE COMPLETE USING BLOCK CAPITALS

Surname	
Forename(s)	
Address	
Post Code	
Gender (M/F)	
Date of birth	
Telephone Number	
Mobile	
e-mail address	
I wish to play please tick	Tennis                      Squash                      Both
I want a door card please tick	Door card, cost £10.00                      No door card
I enclose fee	Please enter amount enclosed £

I wish to apply for membership and if accepted, agree to be bound by the Articles of Association and other rules of the Club.

Signature

Date

For information on membership costs contact the Club Steward, telephone 01926 852673

Please send the completed form to the Club marked for attention of the Membership Secretary