

## **PRTC Internal Competition Rules**

The below information outlines rules and regulations relating to all Pakenham Regional Tennis Centre (PRTC) internal competitions. Each player and team participating in PRTC internal competitions must abide by these rules and regulations. Failure to do so may result in player/team suspension, fines, or player/team injunctions.

### **Index:**

1. Team Entries
2. Wash out Policy
3. Heat out Policy
4. Forfeiting Matches
5. Eligibility to Play in Finals
6. Fill in Players (Emergency Players)
7. Fees and Charges
8. Player Behavior
9. Player Attire
10. Match Disputes
11. Playing Rules
12. FAST4 Format and Specific Rules
13. Wednesday Night Doubles Format and Specific rules
14. Red Ball School Competition Rules
15. Increase of Participating Teams
16. Grading Week
17. Premiership Points
18. Ladder Format
19. Finals Series
20. Competition Queries



# Cardinia

## 1. Team Entries:

- Teams are required to be entered by the set date in which PRTC staff set before the beginning of each season. Team entry payment is also required upon sign up, the team nomination will not be accepted until payment is made.
- Team entries must be completed through the online team entry form found at: [https://alignedleisure.formstack.com/forms/prtc\\_internal\\_competition\\_entry\\_form](https://alignedleisure.formstack.com/forms/prtc_internal_competition_entry_form)
- Each team is required to enter the minimum number of players set by PRTC for each competition.
- Teams must enter their team members in the order of merit they wish for players to play throughout the season.
- A captain for the side must also be nominated in this process.
- If a team fails to enter all team information, PRTC reserves the right to decline the team entry.
- Teams however may enter a team into competition with extra players required.
- There is a limit of 8 players that can be nominated to play in each team for any given season.
- All players entering into a PRTC competition must hold a current PRTC membership (Affiliate, Full access or have a Cardinia Life Health and Wellness Membership). Players will not be allowed onto the court without this. Membership can be taken out online, over the phone, or in person at PRTC. Online membership can be take our here: <https://my.tennis.com.au/OnlineMembership/664039>
- All players must abide by the following Tennis Australia policy's: Member Protection Policy, Anti-Doping Policy, Code of Behavior, Extreme Weather Policy, Disciplinary Policy, Tennis Anti-Corruption Program, Social Media Policy, Privacy Policy, and Participation and Online Systems Terms and Conditions. <http://www.tennis.com.au/about-tennis-australia/reports-and-policies/policies>





# Cardinia

## **2. Wash out Policy:**

- In the event that rain postpones play, PRTC staff will endeavor to make a decision early about the playing conditions, for the safety for all players. Action will be taken in line with the Tennis Australia Extreme Weather Policy, which can be found at: <http://www.tennis.com.au/about-tennis-australia/reports-and-policies/policies>
- In the event that a decision cannot be made prior to a match's scheduled start, players are expected to attend the venue or a forfeit may be given to their team.
- Teams must wait for the surface to dry for a minimum of 30 minutes, unless notified otherwise by PRTC staff. In event that a team leaves within the 30-minute period a forfeit will be given.
- Team captains may make the decision not to take the court if both captains agree the court is unsafe to play or continue play. In the event that this decision is made, the match will be drawn from that point in time. PRTC staff reserve the right not to refund team match fee's in the event that captains agree on a wash out, when play is deemed to be safe by PRTC staff.

## **3. Heat out Policy:**

- In the event that heat postpones play, PRTC staff will endeavor to make a decision early about the playing conditions, for the safety for all players. Action will be taken in line with the Tennis Australia Extreme Weather Policy, which can be found at: <http://www.tennis.com.au/about-tennis-australia/reports-and-policies/policies>
- For events of all ages, matches must be cancelled when the wet bulb globe temperature exceeds 34.0C in in Pakenham. As determined by the BOM website: <http://www.bom.gov.au/>



#### **4. Forfeiting Matches:**

- In the event that a team is to forfeit their match, all points will be awarded to the opposition team.
- If a team is to forfeit within 24 hours of their scheduled match start time, teams will be required to pay their teams match fee's and the opposing teams match fee's.
- If a team is to forfeit 24 plus hours before a match, there will be no fine given. However, all premiership points will be awarded to the opposing team.
- In certain circumstances a team is to forfeit where an unforeseen event or situation has occurred to a team member or members, a written request may be submitted to PRTC for review. Each circumstance will be reviewed on a case by case basis. Requests can be sent to [tennis.cardinia@alignedleisure.com.au](mailto:tennis.cardinia@alignedleisure.com.au) or mailed to P.O Box 310, Officer VIC 3809 address to Pakenham Regional Tennis Centre.
- If a team is to submit a request, players and teams may be asked to supply documentation including; medical certificates, letters of support etc.

#### **5. Eligibility to Play in Finals:**

- Players must play a minimum of 3 matches to be eligible to play for their team in finals. This may include naming players when a wash out or heat out has occurred.
- If a player has played less than 3 matches, then a special request must be made in writing to PRTC league managers. This can be sent via email or letter to [tennis.cardinia@alignedleisure.com.au](mailto:tennis.cardinia@alignedleisure.com.au) or mailed to: P.O Box 310, Officer Vic 3809. Mail must be made attention to: Pakenham Regional Tennis Centre.
- Where possible only nominated team players (nominated before the start of the season) can play in a finals series.
- Emergency players must have played 3 matches throughout the season to participate in finals.
- If an emergency player hasn't played the required 3 matches, a special request may be lodged to play in place of a nominated team player. Requests can be sent via email or letter to [tennis.cardinia@alignedleisure.com.au](mailto:tennis.cardinia@alignedleisure.com.au) or mailed to: P.O Box 310, Officer Vic 3809. Mail must be made attention to: Pakenham Regional Tennis Centre.

## 6. Fill in Players (Emergency Players):

- Fill in players or emergency players may be acquired throughout the regular playing season.
- Emergency players are able to play 3 matches in a league season without having to take out a PRTC membership. If an emergency player is to play 4 plus matches in league season PRTC membership is to be taken out.
- Teams are to engage their own emergency players or PRTC can be requested to find emergency players on behalf of the teams. PRTC is not obligated to find emergency players for a team, the responsibility lies with the team concerned.
- Emergency players may also be taken from other teams in the competition and or from lower grades. This is providing that this player isn't deemed to be strengthening the side.
- Emergency players must be equal to or lesser ability than the player they are replacing. Nominated players can't be pushed down in the side to make room for an emergency player. E.g. if a number 1 player is being replaced in a team, the emergency player cannot be stronger than the number 1 player. If the number two player was to be replaced the emergency can't play any higher than 2 in the side.
- Emergencies must not be seen to strengthen a team. E.g. in a 4 player side if a team wishes to replace their number 2 players a player of an equal or lesser standard can take their place. However, if the emergency player is of a lower standard, the number 3 – 8 players in the team can move up in the side to replace the number 2 player in the team. The emergency player could then take the place of the number 4 player.
- Opposing teams are able to protest the standard of an emergency player post the match being conducted.
- Opposing teams must submit their protest no later than 48 post the match start time scheduled.
- Protests must be lodged to PRTC via email [tennis.cardinia@alignedleisure.com.au](mailto:tennis.cardinia@alignedleisure.com.au) or mailed to P.O Box 310, Officer VIC 3809 address to Pakenham Regional Tennis Centre.
- If a fill in player is found to be too high of a standard for the competition the responsible team will be forced to forfeit their matches the fill in participated in.
- PRTC will determine the playing standard of the competition and deem any players exceeding the standard of that competition too advanced to participate.

## 7. Fees and Charges:

- A weekly fee or competition fee will be charged to participants who participate in the program/competition.
- The fee will be set before the start of each season, and communicated to players before the first ball is hit.
- An entry fee of \$30 is due on entry into the season.
- If a team is to withdraw from the season prior to or during the season, a refund will not be given.
- A special request for the team entry fee to be reimbursed may be requested in writing and sent to [tennis.cardinia@alignedleisure.com.au](mailto:tennis.cardinia@alignedleisure.com.au) or mailed to P.O Box 310, Officer VIC 3809 address to Pakenham Regional Tennis Centre. These requests will be assessed on a case by case basis.

## 8. Player Behaviour:

- Players will be expected to read and understand the Tennis Australia Code of Behaviour and Disciplinary Policy. In these documents is the standard of behaviour expected on court by players/participants and spectators. The documents also list actions taken if the behavior code is breached.  
<http://www.tennis.com.au/about-tennis-australia/reports-and-policies/policies>

## 9. Player Attire:

- Information on the correct tennis attire to be worn on court can be found at: <http://www.tennis.com.au/play/equipment/attire>
- Please note that no offensive words are to be visible on any attire worn at the Centre.
- Tennis shoes or runners are acceptable footwear. Players seen to be wearing no shoes or thongs will not be allowed to participate.
- Players may be requested to change their outfit if found to breach the above. If a player refuses to change then they will be asked to leave the facility until doing so. If they are asked to leave, then a forfeit will be given to the opposing team.

## 10. Match Disputes

- A team captain may raise a dispute on a match result on behalf of their team within 48 hours post the match scheduled start time.
- The dispute must be sent in writing via email or letter to [tennis.cardinia@alignedleisure.com.au](mailto:tennis.cardinia@alignedleisure.com.au) or mailed to: P.O Box 310, Officer Vic 3809. Mail must be made attention to: Pakenham Regional Tennis Centre.
- Disputes will be handled by the competition organizer in accordance with the competition rules in conjunction with the team captains report on the matter.
- Where a resolution cannot be made by the competition organiser and team captains the Head of Tennis or acting Centre Manger will have the final vote on the matter.

## 11. Playing Rules:

- The rules of tennis can be found at: <http://www.tennis.com.au/learn/rules-and-scoring>

## 12. FAST4 Format and Specific rules:

- Each rubber will be played as 2 sets of FAST4 and a FAST 4 tie break as the 3rd set.
- Each week two rounds of matches will be scheduled.
- Teams must play in their order of merit which is allocated at the start of the season.
- If a team fails to play in the order of merit all matches effected will be forfeited.
- If a team is running late for a match, communication must be made to PRTC prior to the scheduled start of that match. PRTC must be called in this instance on (03) 5940 8510.
- If a player is found to be 15 plus minutes late for the scheduled match time, the opposing team is given a 4-0 win for the first set.
- If a player is found to be 30 minutes plus minutes late for the scheduled match time, the match will be forfeited. All premiership points will be allocated to the opposing team.
- If a team withdraws from the season mid-way through and not all opposing teams have played the team in the season. All allocated points from previous matches will be revoked. If all opposing teams have played or have been scheduled to play the withdrawn team, all allocated points will remain. The withdrawn team will be allocated as a bye unless another team takes its place.
- Teams can be added mid-way through the season in place of a bye. If a team is to be added, two weeks of grading matches will take place. In the two grading weeks, no points are awarded to the new team, current teams will be allocated points as if the match were a bye. If nominated league teams scheduled to play against a team in grading do not attend, this will be treated as a match forfeit. After the two-week grading period the team will then be able to obtain premiership points.



### **13. Wednesday Night Doubles Format and Specific rules:**

- 1 rubber of tennis is played between two teams in each round.
- 3 tie break sets are to be played no matter the score line.
- Tie break is to be played at 6 all.
- Teams must play in their order of merit which is allocated at the start of the season.
- If a team fails to play in the order of merit all matches effected will be forfeited.
- If a team is running late for a match, communication must be made to PRTC prior to the scheduled start of that match. PRTC must be called in this instance on (03) 5940 8510.
- If a player is found to be 15 minutes plus minutes late for the scheduled match time, the opposing team is given a 6-0 win for the first set.
- If a player is found to be 30 minutes plus minutes late for the scheduled match time, the match will be forfeited. All premierships points will be allocated to the opposing team.
- If a team withdraws from the season mid-way through and not all opposing teams have played the team in the season. All allocated points from previous matches will be revoked. If all opposing teams have played or have been scheduled to play the withdrawn team, all allocated points will remain. The withdrawn team will be allocated as a bye unless another team takes its place.
- Teams can be added mid-way through the season in place of a bye. If a team is to be added, two weeks of grading matches will take place. In the two grading weeks, no premierships points are awarded to the new team, current teams will be allocated points as if the match were a bye. If nominated league teams scheduled to play against a team in grading do not attend, this will be treated as a match forfeit. After the two-week grading period the team will then be able to obtain premierships points.

### **14. Red Ball School Competition Specific Rules and Format**

- To begin, players paper, scissors, rock and the winner chooses to serve or receive.
- First and second serves to be a drop bounce hit over the net, across the court into the service box, with the receiver allowing the ball to bounce once before returning.
- Player serves for 2 points then the other team serves, starting on the right side of the court. In doubles players must alternate turns of serve, for example; player one serves first on team A, player one on team B serves second, player two on team A serves third and player two on team B serves 4<sup>th</sup>. This then repeats throughout the set.
- Matches are timed (10 mins)
- Scoring is numerical 1-0, 1-1, 2-1, 3-1, 4-1 etc.



- Server to call out the score BEFORE each point. If there is a dispute please replay the point or ask for the Court Supervisor.
- When the siren (whistle) sounds to end the match, players finish the rally then shake hands. The Court Supervisor will then record scores from each set e.g. 24-15.
- If a set is tied at the end of the allocated time players then play next point wins to decide who wins.

#### **Format:**

- A Round Robin Draw will be randomly drawn for the 8 round season
- Players umpire themselves and play two singles and two doubles match per round.
- Playing format: **Match 1:** Player 1 vs Player 1, **Match 2:** Player 2&3 vs Player 2&3, **Match 3:** Player 2 vs Player 2, **Match 4:** Player 1&3 vs Player 1&3, **Match 5:** Player 3 vs Player 3, **Match 6:** Player 1&2 vs Player 1&2, **Match 7:** Player 1 vs Player 2, **Match 8:** Player 2 vs Player 3, **Match 9:** Player 3 vs Player 1.
- The Court Supervisor (PRTC staff) records all the match results on the team Score Card circling the winner of each set for that round.
- The season will run for 8 weeks, 7 home and away matches with a single week of finals.
- All teams will play the finals round of the competition. The finals will be played with the side that finishes closest to them on the ladder e.g. First team vs second team, third team vs fourth team.
- The format will stay the same for the finals round, however if teams are tied on sets and points at the end of the round. A doubles play-off match will be played between two players from each team. It will be a 10-minute timed match to decide the winning side.

#### **15. Increase of Participating Teams:**

- PRTC may split into separate grades, to keep the competition standard at a similar level.
- In the event that this does happen, PRTC will organize a grading to split teams into the appropriate section/s.
- The PRTC Grading Guide can be supplied upon request at any time. It can also be found at: <http://cardinaleisure.com.au/prtc-competitions/>



# Cardinia

## 16. Grading Week:

- To separate the sections, we will be holding a grading week on the first day of play.
- Players will be randomly selected into round robin draws.
- Players will play several matches, one set against each player in their round robin section.
- The sections will then be selected based on the PRTC Grading Guide.
- Grading will be conducted for a period of two weeks.
- Teams who fail to attend grading weeks may be removed from the upcoming season.
- If a team fails to attend grading, but is allowed to play in the upcoming season may be moved into the lowest grade based on this.

## 17. Premiership Points:

- For each set won a team will be awarded 1 competition point.
- For each match won a team will be awarded 2 championship points.
- For a match draw teams, will be allocated half points.
- If a match is cancelled half way through, points will be divided from that point on.
- Teams with a bye will allocated half of that matches premiership points.
- If a round is called off due to weather or other unforeseen circumstances, teams will share the premiership points.
- If a team is to forfeit the non-forfeiting team will be allocated all match points.
- The ladder will be updated weekly to show which teams have the most championship points.

## 18. Ladder Format:

- Ladder formats will be in the following order: competition points, matches won, sets won, games won, games percentage.
- If two teams finish on the same number of points at the end of the home and away season, the following will then decide the higher ranked side. Matches won, sets won, games won, games percentage.
- All matches, league results, fixtures, ladders and player data will be listed on Tennis Australia's Leagues Manager and Match Centre pages.

## 19. Finals Series:

- Each finals series will be conducted with the top 4 teams on the competition ladder.
- There will be 2 rounds of finals played, the first round will be played between: 1 vs 4 and 2 vs 3.
- The grand final will be played between the winners of: 1 vs 4 and 2 vs 3
- In the event that a finals series cannot be conducted due to weather or unforeseen circumstances. The team with the most competition points at the end of season will be awarded the premiership.
- See above in section 14 for Inter School Red Ball Comp Finals format

## 20. Competition Queries:

- For any questions or queries please contact PRTC on (03) 5940 8510 or email [tennis.cardinia@alignedleisure.com.au](mailto:tennis.cardinia@alignedleisure.com.au)

