

ALTC COMPETITIVE LEAGUE TENNIS GUIDELINES **Process of Selection and Responsibilities**

Currently ALTC has 6 league teams – 3 men's teams, 1 ladies' team and 2 mixed teams. The men's and ladies' teams are in the Liverpool and district league and the mixed teams are in the Southport and district league.

The men's and ladies' teams comprise 6 players each and the mixed teams comprise 8 players each, of which 4 are men and 4 are ladies.

CLUB CAPTAIN

1. A Club Captain will be appointed; either the existing Club Captain will continue or, if not, someone else proposed for the club executive committee to approve. The Club Captain will be asked to attend the committee from time to time to report on the selection process and any issues with the process or the teams or individual players.
2. The Club Captain will normally be expected to serve for 3 years before rotating to another team member.
3. The Club Captain will be responsible for coordinating the selection process with the team captains; chairing any meetings with the team captains, adjudicating between the captains if there are any disagreements over player selections, ensuring the interests of the club and all players, who wish to play league tennis, are considered.
4. Before the start of the season the Club Captain will convene a meeting with all the team captains in order to coordinate a full list of all players, who wish to play and who are eligible to play in each of the 2 leagues (Liverpool and Southport) for registration in those 2 leagues by the club secretary.
5. The meeting and subsequent meetings will also be used to decide which players should play in which team, if all players are available in any one week and which players should move up to a higher team when there are gaps in a team. This should be based on individual player preference and eligibility as well as player ability as judged by the team captains. All team captains should participate in the discussion about player ability from their experience of that player in matches and the practice sessions.
6. All potential eligible players should be considered for a league team. A list of all players not selected should be given to the friendly team captains.

TEAM CAPTAIN RESPONSIBILITIES

7. Each team will have a captain responsible throughout the season for organising the team to play each match and on match nights for liaising with the opposition captain, for deciding the pairings in the correct order for the match, for completing the scoresheet as required by the league, collecting the match fees from each player and providing refreshments at home matches.
8. Captains for the new season will be appointed before 31st March. Sitting captains (ie captains from previous season) will be asked if they wish to continue and, if not, someone else appointed.
9. All captains will normally be expected to serve for 3 years before rotating to another team member.
10. Team captains are responsible for organising weekly practice sessions for a month before the season starts – Monday night for Southport 1 and 2 mixed teams, Tuesday

night for Liverpool 1 and 2 men's teams, Thursday night for Liverpool ladies' and 3rd men's teams. The club coach will be asked to support these sessions.

11. The team captains are responsible for checking the availability of all their players for their match for the following week in order to aid the selection process for all captains.
12. Team selections for the following week's matches, including a reserve for each team, will be posted on the notice board by the Friday of the previous week for all players to see and ensure that the selection process is fair and above board. Team captains will ensure that their players including the reserve are notified and still available to play in their team. The reserve must be available and prepared to play, if required.
13. If a reserve comes from another team, then that team will also have to play its reserve.
14. No player should be selected in advance to play for more than 1 team in any one week. However, there may be circumstances where it is impossible to field a team (ie due to holidays), then a player maybe selected to play twice. If this occurs, then the Club Captain should be consulted and he, in turn, should notify the committee of the occurrence and the circumstances, in which there was no alternative.

MEMBERS/PLAYERS

15. All members, who wish to play league tennis, are encouraged to attend one or more of the team practice sessions in the month before the league season begins
16. All members, who wish to be considered for selection, should make this clear to one or more of the captains and/or the Club Captain. They should also say whether they prefer to play in one league or another or no preference. If the member already plays for another club in one of these leagues, then this should be clearly stated. No member will be considered for selection, if he or she has not paid their annual subscription.
17. Ideally players provide their availability for the whole season or at least as far ahead as possible to their team captain.
18. If any player feels he has been overlooked or is selected for the wrong team he should contact his team captain and/or the Club Captain. The relevant team captain will notify the Club Captain as soon as the grievance has been made so as to ensure the Club Captain's involvement in the matter. The Club Captain will try to resolve the grievance with the appropriate team captain(s) and provide feedback to the player within a week.
19. Any new member, who joins during the season and is interested in playing league tennis and any junior member recommended by the coach, should be given the opportunity to play with one or more of the team captains to assess his or her level of playing ability for one of the teams.