



How to use the court booking system

Once you have registered with ClubSpark you will have access to the system via your web account or by downloading the ClubSpark Booker App.

1. Open the calendar and choose a day, a court number and start time, then use the drop-down menu to extend the booking from 30 mins to 60 ,90 or 120 mins
2. You will then receive a confirmation email
3. If you find you are no longer going to use the booking, then you must cancel it
4. Only the hard courts 1,5,6,7 and 8 are included on the system. You are free to use the grass courts, if playable, without booking

Booking Rules

1. Courts required for coaching, all league and friendly matches, club sessions and competitions will be blocked out in advance
2. Courts can be booked up to 8 days in advance and the 8th day becomes available to book at 1pm each day
3. Court booking slots are for 30 mins and a court booking can comprise of up to a maximum of 4 slots or 120 mins
4. A member can only make a maximum of 2 bookings in any 7-day period
5. Courts can be booked between 8am and 10pm each day
6. In order to enable as many members as possible to have court time during peak periods and to accommodate 3 bookings per weekday evening, Monday to Thursday, members must make bookings within the following times;
4pm - 6pm
6pm - 8pm
8pm -10pm
For clarification a member must not make a booking which straddles across 6pm or 8pm. For example, a booking from 7pm until 9pm is not permitted
7. In the event that a league match needs to be played under the floodlights, players using court 1 or court 5 must switch to court 8 at the request of the league team captain
8. If a league match needs to be rescheduled then the team captain must contact the club fixtures secretary, who will make the amendment online

9. A playing group comprising 2 or 4 players must not make consecutive bookings (either by the same member or by another member in that playing group), on the same court with the purpose of extending their playing time beyond 120 mins
10. During the off-peak periods, members may feel that there is no need to make an online booking, but your committee asks that all members make a booking when playing, so that valuable data about court usage can be collected and used in future LTA funding bids
11. Members can of course, still simply turn up and play, but if their court has been booked by another member, they must vacate the court at the end of the current game
12. Junior members currently do not have access to the system and should use the courts during allocated junior sessions. Outside of these times they can use a court, but may be asked to move off by adults who have booked the court, in the same way as currently happens