



JUNIOR BROCHURE 2024/2025 BROMLEY SPORTS CLUB

For Junior Racket (Tennis and Squash) and Parental Members

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1. Message from the Club

Every April we send out an information brochure to all our members. You are receiving the junior information brochure, and it contains all the things you need to know to get the most out of the club.

We update the brochure during the year so this will be different from previous brochures. For instance, this year the sections involving booking courts and matters associated with booking have changed, as we are using an updated booking system.

For those who have just joined the club, this brochure is sent with the welcome letter.

If you feel there is something incorrect or there should be something we could include, please do let the manager know using the email listed under useful contacts. It can then be included the next time we send it out or will be updated straight away for new members.

All parental members are encouraged to take advantage of playing with their children – you never know you may get the bug to learn and join!!

We hope you find this booklet useful.

2. Type and cost of Junior Racket membership

Children or young adults under the age of 19 pay for a junior racket's membership. This allows them to play tennis or squash.

There is also a junior squash only membership in existence but is no longer available for new people or to convert to as everyone who joins is now a member of both.

Renewal dates are varied. We have 12 renewal dates – the first of each month: This depends on when you first joined.

All memberships are annual.

Subscriptions costs are applicable up until 31 March 2025 – then subject to increase:

The following charge will apply on your renewal date, whenever it is, from 1st April 2024

Subscriptions are dependent on age, at the date of joining or renewal.

| | Squash and tennis | Squash only (not available for new members) |
|---------------|-------------------|---|
| Under 5's | Free | N/A |
| 5 – 7 years | £60 | £45 |
| 8 - 11 years | £70 | £45 |
| 12 - 18 years | £85 | £55 |

For those children who play cricket. A supplement is added to their subscription to add junior racket membership. Cricket age group is different from the rackets age group.

4 – 6 years £37

7- 8 years £47

9 – 17 years £57

In all cases, if a parent is NOT a playing member of the club already, they are made parental playing members.

Parents of cricket juniors are Parental cricket members but if their children play rackets sports as well, they are changed to Parental playing. They do not have to pay for both memberships.

Parental Playing £32

3. What happens when my children reach 19

Most clubs have the junior age as under 18 but in most cases the children are still at school which is why we say under 19.

When they reach 19 and at their next renewal - we change them to the 19 to 29 years category.

This is still very good value.

19 – 29 years Tennis £155

19 – 29 years Squash £135

19 – 29 squash and tennis £190

If they are living away at university, we discount this by 50% so they could end up paying less than if a junior

No parental membership required.

4. Payment method for subscriptions and ability to split subscriptions.

All payments are by Direct Debit. We do not accept any other form of payment.

You may split payments over up to 6 consecutive months:

2 months – no additional charge

3 months - £4 Service charge.

4 months -- £6 Service charge.

5 months - £8 Service charge.

6 Months - £10 service charge.

5. Parents playing with their children.

When a child under the age of 19 joins then a parent must become a parental playing member unless they are already a member of the club.

This parental membership means that the parent can play with their children both tennis and squash, without having to become a full member of the tennis or squash section.

If the child has a squash only membership, then the parent may only go on the squash court and play with their children.

Although we only make one parent a playing member, we allow either parent to go on court with their child.

Parental membership allows the parents to use the bar and social areas.

We need to be clear that parental membership does not allow you to join in any other tennis or squash activity. You are not a tennis or squash member. Parents cannot go onto court and play each other. It is there for you to play with your child only.

6. Safeguarding

The club takes safeguarding very seriously:

All our coaches over the age of 16 are DBS checked and have undergone a safeguarding course. All our buddy hitters are DBS checked.

All our tennis coaches have been on a first aid course and are licensed and fully insured.

All our Squash coaches' level 2 and above, are first aid trained and are licensed and fully insured.

All our Squash coaches' level 1 are licensed and insured. They are not allowed to coach individually but they can buddy hit.

A record of all our coaches' licences, DBS, Safeguarding and renewal dates are kept by the manager to ensure that they are kept up to date.

Parents should check the changing rooms to ensure that they are happy that their child can change safely if they need to. We do not have separate changing areas for children.

We have a safeguarding/welfare officer. Her name is Julia Conway and she can be contacted on 07989 393952 or emailed at julia10conway@googlemail.com

You can also speak with the manager if you have any concerns.

The Board of Directors have a Director who is responsible for ensuring that the Club manager is correctly applying the appropriate checks on all staff and keeping appropriate records.

Safeguarding is on the agenda of every Directors meeting.

Notices of our policy and how to contact the Safeguarding/welfare officer are on the squash and tennis notice boards.

Visit our website and our members resource are for our full safeguarding policies: [Bromley Sports Club](#)

7. Parental Supervision – Children under 12

Children under 12 should not be left at the Club unsupervised. Parents should always ensure that an adult is here with them unless they are on one of our organized coaching programmes, holiday camp or an organized club activity.

8. Injury or Illness policy

If any member is likely to have a long-term injury or illness that prevents them from playing, they should let the club know immediately. The first two months of the injury or illness, from the time the club is told, in an email, will be payable by the member but after that, the club will extend the membership by the extra months that the member is not available to play.

There are no refunds or reduction of subscriptions.

9. Moving out of the area

This applies to those members who may be moving out of the area during the year and would like to maintain their membership until they move.

These members **MUST** let the club know at renewal or start of their subscription.

The club will then put the member on a monthly subscription. 1/12th of normal subscription.

You must tell us the month before you move that you need your subscription to end.

If you tell us in April, then May will be the last payment and your membership ends at the end of May.

A £1 per month surcharge is applied to cover the costs of the club for monthly direct debits.

If you did not tell the office, you are moving then we are unable to give any refund.

10. Bar and Kitchen opening time.

The Bar and kitchen current official opening times are given below. During the weekdays the bar is sometimes open outside these hours when office staff open up and are able to serve whilst working in the bar area.

The times given are subject to change as the club intends to increase the times the bar and kitchen are open in the coming year. The bar may close earlier if there are no customers in the evening.

| | Bar opening | Bar Closing | Kitchen opening | Kitchen Closing |
|-----------|-------------|-------------|-----------------|-----------------|
| Monday | 4.00pm | 11.30pm | Closed | Closed |
| Tuesday | 4.00pm | 11.30pm | Closed | Closed |
| Wednesday | 4.00pm | 11.30pm | Closed | Closed |

| | | | | |
|----------|--------|----------|--------|--------|
| Thursday | 4.00pm | 11.30pm | 4.00pm | 9.00pm |
| Friday | 4.00pm | Midnight | 4.00pm | 8.00pm |
| Saturday | Midday | Midnight | Midday | 6.00pm |
| Sunday | Midday | Midnight | Midday | 4.00pm |

11. Booking Courts

When a child is playing, whether with a parent or other children, the courts are booked in the child's name and using the child's logon details.

The parent is not able to book the court in their name.

Whether or not the court is free, we need you to book the court. This helps us determine whether the person playing is entitled to be on the court.

It also helps us to determine court usage and therefore court allocation.

You may book courts 5 days in advance. The system will not let you book further in advance.

All courts should be booked. With squash or tennis needing floodlights, the lights go on automatically 5 minutes prior to the session and go out 5 minutes after the session.

To book courts when you are not at the Club you use our **online** system.

In all cases you need your logon details to start with.

Logging on

Once you have logged on once then you will not need to do so again as there are cookies that will remember it. You can book using your mobile or laptop or desktop.

Go to our home page [Bromley Sports Club](#) and on the top right - click on book a court and then enter your username and password.

For laptops and desktops click on 'Classic'

For mobiles you can click on either – but it is best to do mobile.

There are choices with the mobile booking system on how you view the courts:

Click on the down arrow under the word time:

- Display all courts including those booked.
- Display only courts not booked – free – and those that you have booked.
- Display only those booked by you.

Click on options and the display can be changed to view:

- All courts on the category you chose by time.
- One court at a time - useful for multiple bookings

Click on time and you can choose the time of day you are looking for.

To book: click on court(s) required and click confirm – the charge is shown on confirmation page and an email is also sent.

If a court is bookable, it will be green. When there is a member booking it goes red. Other colours are for special bookings such as coaching or events.

If wanting to view your accounts, then it must be in the name of the payer as all the invoices and payments are in their name.

If you spend 5 minutes playing around with it then you will see how much you can do and view and make things easier for you.

Getting an icon on your mobile

You can download an icon onto your mobile device. Just like an app.

Different phones do it in a different way so we cannot describe it for everyone, but all are possible.

Here is a guide though:

With an apple phone, when you log on and there is a choice of what you want to view you will see at the bottom of the phone square box with an arrow going upwards. Click on that. Scroll down until you see add to home screen. Click on that and the icon will appear.

With other phones you will need to find how to 'add to home screen'.

Booking Computer at the Club:

There are three booking computers, the entrance lobby, outside the office and the squash hall.

With member's card:

Press log-on

Put your member's card near the card reader – you are logged on.

Go to courts, day and time.

Click on courts required.

Press log- off

If you do not have your member's card:

Press log-in

Enter surname and click as soon as you see your name.

Enter password – and you are now logged in.

12. Forgotten or no Password

If you do not have a password or you have forgotten yours, you can obtain one online or by phoning the office.

The online method is straightforward.

Google: Bromley Sports Club and go to the website.

In the top righthand corner of the home page click on book a court. You will see: forgotten/create logon or create log-on. Just click and follow instructions.

13. Cancelling courts

All members must book courts they want to use.

If you do not want the court you have booked, then you must cancel it before use - not after you have played.

To cancel a court, you can go onto any one of the booking methods.

With online and the club computers – click on the court and cancel.

14. Cancellation charges:

Tennis courts:

Daylight court: Can be cancelled up until the booking. No Charge for cancelling.

Floodlit Courts: Can be cancelled up until the bookings. No charge for cancelling:

Airhall Courts: To avoid any charge, your court must be cancelled 48 hours before booking.

Cost of cancelling less than 48 hours is Full cost of court:

No charge if court is subsequently rebooked.

Squash courts: You can cancel up to the booking time without a cancellation fee.

The cancellation policy and charges are being kept under review and will be reintroduced if and when the demand for courts makes it hard to book.

15. Court fee issues

At the beginning of the following month, you will be invoiced for any chargeable courts.

This will be collected by direct debit at the beginning of the following month. You need do nothing unless you feel there is an error. Any monies due will be collected automatically on the date given on the invoice.

If you have any questions on the invoice you need to respond to the email the invoice was sent from. The email address is also given below in 'useful Club contact details'.

16. Guests

Members are responsible for their guests and their behaviour at the club.

If your child is bringing a guest, then the guest must be paid for. A junior guest costs only £2.

You need to pay at the bar or the office please. It must be paid before you go on court.

The club rules say you can only bring a guest 3 times. After this they should become a member.

17. Viewing your account online.

The paying person can view their account, so before phoning the Club with a query please first view your account online. There are buttons to press in accounts so you can see what invoices a Direct Debit payment relates to. It will also show invoices where we are still collecting the outstanding balance.

Click on the small person in a circle top right of screen – and click on invoices and payments.

18. Other Court booking features.

a) Adding 15 minutes or 30 minutes to your booking

If you arrive before your session starts you can add 15 minutes or 30 minutes before the session is due to begin provided no one is on before you.

If you want to you can, after the session has started, add 15 minutes or 30 minutes after the end of the session provided no one has booked afterwards.

It can only be done on the booking computers at the Club. The original person who booked must log on and press the booking - then press 'Additional time' and go from there.

You will be charged pro rata for the additional time.

b) Swapping courts

To swap a court to another time on the same day click on court and click swap.

You will receive an email to confirm this.

c) Waiting list

If it is not possible to book the court you want on a particular day then there is a waiting list system

Click on options. Click waiting list.

Click on what courts you want and time period you are happy to accept.

Court slot?

Autobook – if you click ‘yes’ the court will be booked for you if a court is released and you will receive an email confirming. If you click no then you will have a provisional booking lasting two hours. If you do not confirm in that time the court will either be released or passed onto the next person on the waiting list.

19. Editing your personal details or making your details not viewable to other members.

Click on the small person in a circle top right of screen – and click on membership details or email and settings.

Click **the padlock and save** if you do not want other members to see your details if they look you up on **member search**. Your address is not given in the member search.

If you make any changes and it applies to your family also then you will need to log on using their log on details and make any changes needed.

20. Booking Tennis Floodlight courts

Floodlights courts are chargeable and can be booked 5 days in advance. There is a charge associated with the booking and the charge is payable by the person who booked. The courts are bookable in half-hour units.

The lights are LED’s, and they will come on automatically 5 minutes before the booking and go off 5 minutes after the booking time ends.

The system is linked to sunset and lights will come on accordingly. You are able to see if the floodlights will come on if you book using the online or club booking computer. There is a yellow rectangle where the time of the court is shown. The app does not indicate when floodlights will be on.

If the lights come on you will be charged for them.

Local Planning permission requirements means that we cannot go past 10pm. Please make sure that you collect your tennis balls and equipment by the time the lights go off.

21. Booking the Tennis Airhall.

The Airhall is bookable by all junior members. As stated earlier there is a cancellation fee if you cancel within 48 hours of your playing time.

The Airhall lights are LED's and are turned on by pressing the green button on the light control box.

When finished and no one else is after you, please turn the lights off.

Because of the layout of the lights both courts are turned on, even if only one court is booked.

22. Booking squash Courts

You can book the courts 5 days in advance. The lights will go on automatically 5 minutes before your session starts and go off 5 minutes afterwards. So, if no one is before you or after you have a bit longer.

As stated earlier, if you book a court on a Sunday for that Sunday then there is no charge.

23. Court Charges

Tennis:

Daylight courts: No Charge

Floodlights: £4 per half hour

Airhall:

7pm – 10pm weekdays: £10.50 per half hour from 1/9/24

All other times: £8.50 per half hour from 1/9/24

Squash:

Weekdays up to 4pm: £2.50 for 45min or £3.67 for an hour. From 1/10/24 £2.60

Weekdays after 4pm: £5.50 for 45 mins and £7.34 for an hour. From 1/10/24 £5.70

Saturdays: £2.75 all day for 45 mins. From 1/10/24 £2.85

Sundays: Booked before the Sunday £2.75 for 45 mins. From 1/10/24 £2.85

Booked on the Sunday: Free

24. Club Annual Junior Tournaments 2024

Tennis:

The club Junior tennis tournament is organised by Tom Jarvis.

This will be a one-day tournament for 10 and under, 9 and under and 8 and under

This will be held on Sunday 14th July.

There is a charge for this tournament to pay for leaders and coaches.

For 16 and under and 12 and under you need to put your name on the entry sheets on the notice board in the corridor just off the bar. You arrange own matches, but finals will also on 14th July

(There will be no 14 and under)

Draw sheets will be up in the first week of May or shortly after.

Finals Day 2024 will also be on 14 July 2024

There is no charge for the U16 and U12..

Squash:

The club junior tournament is organised by or Director of Squash, Steve Franks.

The Tournament is normally held in September.

The event is held over one day.

There may be a small charge to enter the event to cover the coaches time supervising it.

25. Other Tournaments

Tennis

During the year there will be other tournaments organized by the coaching team. You will be given details, if appropriate for your child.

There is normally a charge for these tournaments to cover coach costs and balls and any prizes.

Squash

A number of tournaments are held each year that are open to children from all clubs. This is organized by our Director of squash, Steve Franks. You will be sent details, if this is appropriate for your child.

There is normally a charge for entering to cover the costs including , organizing and supervising, court fees, balls and any prizes.

26. Matches against other Clubs.

Tennis:

The club runs 14 junior tennis teams and these play against other clubs.

The club provides all the balls. There is no charge for the matches.

The coaches run the club teams.

Teams are run for ages 6 to 18

If you are interested in playing in matches or tournaments, then please speak with Luke Pattinson
Contact details can be found in section 34 below.

Squash

Matches are organised for a number of teams against other Clubs by our Director of squash, Steve Franks. He will invite players to play but please do let him know that you are interested.

27. Tennis coaching

Tennis group coaching is provided from 3 years old and there is no upper age limit. We coach from beginners to top performance.

Currently we have 6 coaches, 2 of whom are performance coaches. We currently coach over 360 people in our group coaching lessons.

All our coaches offer individual lessons for all ages.

Please just contact the Director of coaching, Luke Pattinson if you want to join in the group lessons or have individual lessons. You may also contact the coaches directly to have individual lessons.

28. Squash coaching

Squash coaching is provided by the Director of squash, Steve Franks and his coaching team. The club will be responsible for the administration from June.

Coaching is available for children 5 years old and above.

You can take part in group coaching and/or have individual lessons.

29. Individual coaching lessons and extra charges.

Coaches may coach individuals. The coaches get charged by the club for the right to coach at the club and they can pass these charges onto to the client.

Tennis Daylight Courts: £2 per half hour

Tennis Floodlight courts: £3 per half hour

| | |
|-------------------|--|
| Tennis Airhall: | £6 per half hour From 1 st Sept 24 £6.50 |
| Squash courts: | £3.50 per session. From 1 st Oct 24 £3.70 per session |
| Non-Junior member | Additional £2 a Guest |

Non junior member is not a junior racket's member. A Junior squash member only is a guest if they are coached tennis.

30. Holiday Programs

Every holiday the club offers children the opportunity to take part in our holiday camps.

There are the all-day multi-sport camps which offer a fun multi-activity feel - 9am to 3pm. These tend to be suited for those still at Primary school - including those in the final year. It includes lunch – a choice of 3 healthy meals is provided plus we cater for other special diets.

They are booked online by going on our website or following the link on the emails sent to members.

There are sport specific camps also – Tennis is organized by Luke Pattinson and squash is organized by our Director of Squash, Steve Franks. All camps can be booked through a link on our website.

Some tennis coaches also organise their own specific holiday camps and you need to deal directly with them.

Club organised camps run during the Summer and Easter holidays plus some fun camps before Christmas. They run for two weeks in autumn half term and one week during the Easter and Summer half term. To cater for private schools our multi-sport camps start early in July.

All day Cricket Camps run in the summer holidays and tend to follow the days that the multi-sport camps follow. These are all booked on-line in the same way as the multi sports club are. Lunch is included in these camps.

31. Friday is family night. – Family Friday

On Friday evenings from the first Friday after half term in the Summer, we organize a fun family Friday.

Come down with your children and we will take the children off your hands for an hour, and they will take part in a number of activities. It will vary each week. Our coaches are in charge.

There is no fee, and the children can bring friends. Siblings can also take part. The age limit is primary school age or a little older!

The parents can then have a peaceful hour.

There will be a Barbecue and other foods and the children can play on the field.

This occurs until the third Friday in July and is a little weather dependent!

32. Wimbledon tickets.

The time has now long passed since the club used to have a draw for Wimbledon tickets that were allocated to the club.

Nowadays the club does not have anything to do with the tickets. It is the LTA who deal with them and bypasses the club completely. For reasons best known to themselves the LTA have done away with the club allocation.

To get tickets you will need to take part in the public ballot and will need to go online so that you can enter and make sure you are eligible. The entry for 2024 opened in September 2023

33. Tennis committee

| | |
|---|-------------------|
| Chair and tennis representative on the Board of Directors | Wendy Kean |
| Vice Chair and box leagues | Jackie Rubin |
| Secretary and New Member | Karen Chiswick |
| Tennis Captain and adult fixtures secretary | Lionel Oo |
| Social Sessions Representative | Denise Ponzecchi |
| Social Events and Tournaments | Libby Hills |
| Junior Members and Volunteers | Stuart Supple |
| Airhall maintenance | Brian Butterworth |

34. Squash committee

| | |
|---|-------------------|
| Chair | Tony Davies |
| Committee Member and Squash rep on Board of Directors | Alistair McMeckan |
| Committee Member | Phil Groves |
| Squash team Representative | Lewis Ryall |
| Junior rep | Kyla Chima |
| Junior Rep | Suzy Burroughs |

35. Useful Club contact details

| | | |
|-------------------|------------------|--|
| Membership | Penny Day | admin@bromleysportsclub.co.uk |
| Accounting issues | Helen Beddoe | finance@bromleysportsclub.co.uk |
| Court fee issues | Helen Beddoe | finance@bromleysportsclub.co.uk |
| Kitchen | Katie Flueter | katie@katiescooks.co.uk |
| Bar | Jacqui Lampard | jacquilampard@hotmail.co.uk |
| Venue Hire | Menna Weeks | menna-lloyd@hotmail.co.uk |
| Tennis committee | Tennis Committee | tenniscommittee@bromleysportsclub.co.uk |
| Squash committee | Squash Committee | squashcommittee@bromleysportsclub.co.uk |
| Manager | Mathew Watkins | manager@bromleysportsclub.co.uk |

36. Tennis Coaches contact details.

| | | | |
|-------------------------------------|-------------|--------------|--|
| Luke Pattinson: Director of Tennis. | LTA level 4 | 07825 157991 | luke@bromleysportsclub.co.uk |
| Tom Jarvis: | LTA Level 4 | 07886 195367 | tom@bromleysportsclub.co.uk |
| Carrie Watson | LTA level 3 | 07941 372021 | |
| Liz Mcquire | LTA level 3 | 07939 538983 | |
| Barney Gardiner | LTA level 3 | 07711 216543 | |
| Stefan Coney | LTA level 3 | 07393 023484 | |

37. Squash Coaches contact details.

Steve Franks, Director of Squash ESR Level 4 07855288471 info@stevefranksacademysquash.co.uk

Allam Sollimann: ESR Level 3 07789488697

Alistair McMeckan: ESR Level 2 07745 910602

The coaches below can be contacted through Steve Franks

Freddie Davis: ESR Level 1

Veer Vaghela: ESR Level 1

Max Tunon: ESR Level 1

Emma Tunon: ESR Level 1