



## Reservations/Procedures and User Guidelines for the Tennis Courts

### RESERVATIONS

The procedures and process for making reservations to use the Tennis Courts, can be viewed on the RMS System, choosing the drop down to Bookings, meeting room/sports and then Tennis Courts you can choose both courts or a single court. For netball practice and matches the court should be booked on the RMS as above but for both courts.

The student booking the Courts must be the person to sign out the key, should be present throughout the duration of court use and sign the key back in by the end of the booked period or once you have finished. Please ensure you have read and understood the guidelines and directions for reserving and using this space below. Some rackets and balls can be obtained from the Porters Lodge for loan.

### GUIDELINES AND USAGE OF THE TENNIS COURTS

- 1) All Tennis Court users do so at their own risk and the College is unable to accept responsibility for personal injury/damage/loss of personal items etc.
- 2) The College does not permit visitors/friends of students to book and use the Tennis Courts.
- 3) Tennis Court users are not permitted to consume Food or Beverages, nor bring in any glass containers into the Court area.
- 4) Proper footwear should be worn. Tennis Court users are **NOT** permitted to wear sandals, sliders, flip-flops or play in bare feet.
- 5) Tennis Court users **MUST** ensure safety at all times both for individuals and all other users.
- 6) It is highly recommended to prevent Loss, Damage or Personal Injury, jewelry should **NOT** be worn during matches.
- 7) Ensure you call your "Lets" properly.  
Anyone found defacing or damaging the Tennis Courts / nets will be prohibited from further use of the space and equipment.

### REPORTING TENNIS / NETBALL COURT ISSUES

Tennis / Netball Court users are asked to report any issues, damage or injuries as quickly as possible at the Porters Lodge.

### FIRST AID

For small minor injuries, there is a dedicated First Aid box located at the Porters Lodge.