



TENNIS ALBERTA

CODE OF CONDUCT



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INTRODUCTION

Tennis Alberta is pleased to present its Code of Conduct. This edition of our Code of Conduct is the first of its kind, and all rulings in this document shall be held with the highest regard and supersede any and all other policies regarding Code of Conduct. All Tennis Alberta sanctioned tournaments are governed by the rules of tennis as described in the latest edition of the “Rules of the Court” which represents a thorough and up-to-date compilation of the rules of the game, tournament regulations and officiating guidelines.

The Tennis Alberta Code of Conduct pertains to all Tennis Alberta sanctioned tournaments, as well as to players who represent Alberta at higher-level events within and outside the province. It is a valid reference for all games of tennis whether played competitively or recreationally.

Every player is responsible for knowing and understanding its contents.

Ignorance of these rules will not be an excuse for negligence and will not be appealable. This publication includes sections on Definitions, the Code of Conduct, Suspension Points, Disciplinary Procedures as well as a Summary of General Tournament Regulations. It has been crafted in an effort to enhance, clarify and interpret many aspects of the Code of Conduct. In order to effectively administer and monitor the Code of Conduct, players, their supporters, tournament organizers, sport administrators, umpires, other officials, and volunteers should be well versed in its meaning.

CODE OF CONDUCT

All players, their supporters, and officials have a duty to encourage and maintain the highest standards of sportsmanship, courtesy and fair play, and are under an obligation to avoid all conduct, acts or practices, which are perceived to be detrimental to the integrity of the Game. Such acts include but are not limited to the following subsections. The Point Penalty schedule, as set out in the Definitions section, is for Code Violations by players during match play. Parents, coaches and other supporters who violate sections of the Code of Conduct may be subject to removal from the tournament site, and failure to comply with such an order may cause the immediate default of the player they are representing (as referenced under Coaching and Parental Interference). Tournament Code Violation Reports and Incident Reports document all Code Violations and incidents that take place at the Precincts of the Tournament Site, as follows:

On-Court Violations

**These code violations will be handed out exclusively by the On-Court Tournament Officials.*

1. Abuse of Balls - A player violently or dangerously hits a tennis ball while on the ground EXCEPT in the reasonable pursuit of a point. This includes intentionally or recklessly hitting a ball out of the enclosure of the court or towards the surrounding fencing or walls.

2. Abuse of Racquet or Equipment - A player violently or dangerously hits their racquet or equipment while on the tournament site. This includes hitting the net, court, umpire chair or any other permanent fixtures.

3. Physical Abuse - A player physically abuses an opponent, official or spectator. Any unwanted touching of a player towards another participant of the tournament event.

4. Verbal Abuse - A player verbally abuses an opponent, official or spectator. A statement directed at an opponent, official or spectator which implies dishonesty or is insulting/derogatory.

5. Audible Obscenity - A player uses an audible obscenity in any language understood by the officials on site.

6. Visible Obscenity - A player makes an obscene gesture while on site.

7. Delay of Play - A player fails to respect the time limit between points (25 seconds), on changeovers (90 seconds) or set breaks (120 seconds), or a receiver who fails to play at reasonable pace of the server.

8. Best Efforts - A player fails to use their best efforts while competing.

9. Coaches and Parents - This is an action done by the parent or coach which falls into any of the above categories or is determined as unsportsmanlike by the official. Any conduct contrary to the integrity of the game.

10. Unsportsmanlike Conduct - Any disrespectful behaviour which does not fall into one of the above categories (i.e. Directing a fist pump at your opponent, constant questioning of line calls, blatant incorrect line calls, or disrespectful speech towards another player, spectator or official).

11. Improper Attire - A player must dress themselves for play in proper tennis attire as designated by the tournament committee.

All of the above On-Court Violations will fall into Tennis Alberta's Point Penalty Structure, shown below. For the 2022-23 season, Tennis Alberta will be implementing the following system for dealing with On-Court Code Violations:

- 1st Violation - Point Penalty
- 2nd Violation - Game Penalty
- Subsequent Violations - Game Penalty or Default

*It will be the discretion of the official whether to default a player after the 2nd Code Violation, given the nature of the player's behaviour on court.

12. Punctuality - Players are responsible for being ready to play when their match is called, which includes: wearing proper attire, having already used the washroom facilities, and preparation of all their equipment. A match is officially called when their court becomes available and a representative of the Designated Tournament Official in charge of play control has publicly summoned the players to go on court.

It shall be solely the player's responsibility to be dressed and ready to play when the match is called. If a player is not ready to play when his/her match is called, the following penalties will be assessed:

- Late 5:00 or less: loss of toss plus 1 game
- Late 5:01 – 10:00 minutes: loss of toss plus 2 games
- Late 10:01 – 15:00 minutes: loss of toss plus 3 games
- More than 15:00 minutes late: default

If at the end of 15 minutes following the time the match was called, a player is still not ready to play, the player forfeits the match by default.

The lateness penalty clock will be started by the Designated Tournament Official after the match is called and a court is available, and he/she judges that one or both of the players is not present or available to start the match. The Designated Tournament Official is not required to keep a court open while awaiting a player.

A player is deemed to be ready to play when he/she has checked in at the Tournament Desk, is properly clothed and equipped, and proceeds to the court without delay.

Except for a default, the Designated Tournament Official shall never assess more than a three (3) game penalty for lateness.

If both players are equally late, each will be assessed the appropriate penalty. For example, if both players are 9:00 minutes late, the match will begin at 2 games all. A coin toss will be made as usual in order to determine the server and receiver and/or the choice of sides.

If both players are late but arrive at different times, the penalty accrues to each from the moment at which the penalty clock is started. For example, if player A arrives 4:00 minutes late and player B arrives 12:00 minutes late, player B loses the toss and the match commences with a score of 3 to 1 in favour of player A.

If both players are more than 15:00 minutes late the Referee will normally default both players.

In all cases, the “official clock” will be that of the Designated Tournament Official.

Designated Tournament Officials have the option to reasonably delay the calling of a match if mitigating circumstances are deemed appropriate. Such delay may only be determined prior to the match being called, after the player, or one of their representatives, has directly communicated such circumstances to the Designated Tournament Official.

13. Time Violations - Players are expected to play within the time restraints of the match. Time Violations shall be penalized one time by a warning, then each subsequent violation shall be penalized by the assessment of a point penalty. Only one Time Violation can be assessed during a single point, if a second infraction occurs it is an automatic Code Violation. It should be noted that Time Violations do not form part of the three-step Point Penalty schedule for Code Violations.

14. Blatant Errors in Line Calls - A player who is adjudged to have made a deliberately incorrect line call, will automatically lose that point, as well as be given a code violation for Unsportsmanlike Conduct.

For example: If the score were 0-0 when the server makes an incorrect line call. The player will lose the point, making the score 0-15 and then be given an unsportsmanlike code violation, making the score 0-30.

SUSPENSION POINTS

Suspension points are distributed by the Provincial Tennis Association (PTA), with recommendations from the On-Court Tournament Officials. All On-Court Code Violations will come with a minimum of one suspension point, though the on-court official may recommend more than one. The following violations will be penalized with a suspension point as well.

a. Failing to Appear - A player enters into a draw and then fails to appear for their match. This includes main draw and consolation. ***Players who fail to appear will not be entitled to an entry fee refund.*

b. Late Withdrawal - A player withdraws, but after the stipulated deadline for withdrawals. ***Players who withdraw late will not be entitled to an entry fee refund.*

d. Failure to Complete the Event - A player who begins an event, fails to complete their final match of the tournament.

e. Entering two Events in the Same Week - A player is not permitted to enter and play two concurrent Tennis Canada and/or Tennis Alberta and/or ITF sanctioned tournaments. Tennis Alberta may consider written requests for exemption to this rule in unusual circumstances, prior to the entry deadlines of both events. ***Any player excluded from a draw due to playing a second event will forfeit their entry fee.*

f. Playing in an Ineligible Category - Players may only enter and compete in tournament event categories for which they are eligible. ***Any player excluded from a draw due to ineligibility will forfeit their entry fee.*

g. Gambling - It is forbidden for a player, their supporters, or any official to associate with professional gamblers, bet, or act as a bookmaker on matches, accepting money or other consideration for losing a match or winning by a certain margin. Being a party to any payment of money, or other consideration, to another person to induce such person to lose a match or to win by a particular margin is a violation of the Code of Conduct.

h. Drugs/Alcohol - Players who are under the legal age shall not at any time within the precincts of the Tournament site possess, use or be under the influence of alcohol or cannabis (other than medical cannabis pursuant to a doctor's prescription). The possession, or use, of illegal drugs by any player is forbidden. Penalties may also be imposed against players who are present when illegal drugs or alcohol is being used.

i. Coaches and Parents - Any behavior from the coaches or parents of a player which an official believes is contrary to the integrity of the game will result in an automatic default of their child or player from the tournament, as well as a suspension point and an immediate investigation into the behavior which could incur further sanctions. These behaviors include approaching their child's opponent before, during or after a match with threatening or obscene behavior, trying to influence the decisions of a player, or any language or gestures which are directed towards a player not their own. This behavior can extend to a parent or coach trying to threaten, intimidate or influence the decision of an on-court official. These violations can be given whether or not their player is currently involved in a match, and will be handled in a serious manner.

All Suspension Points will fall into one of two categories:

1. Collective Suspension Points - Tennis Alberta will also be distributing Suspension Points to players based on accumulation of Code Violations, given that none of these violations have come with the recommendation of an automatic suspension point. For every THREE code violations which a player receives, they will receive one automatic suspension points. These points will stay on a player's record for 52 weeks. For example, if a player were to receive a Code Violation in Week 1, Week 10 and Week 51, they would then receive one suspension point. These Suspension Points cannot be contested by the player or player party.
2. Subjective Suspension Points - With each code violation, the on-court official will be able to recommend that the player receives one or more suspension points depending on the severity of the situation. The PTA will review this recommendation and if they agree with the decision of the official will add a suspension point to the player's profile. Suspension Points cannot be contested by the player or player party.

SUSPENSIONS

Any player who receives three (3) Suspension Points in a 52 week period will be barred from competing in any Regional, Provincial or National Level events for a given time depending on whether or not this is their first suspension or not:

- 1st Suspension - 3 Month Ban
- 2nd Suspension - 6 Month Ban
- 3rd + Suspension - 6+ Month Ban

In addition, certain acts may be deemed conduct contrary to the integrity of the game and will be penalized with automatic suspensions to the player.

Conduct Contrary to the Integrity of the Game - If a player or member of the player party is caught to be involved in conduct contrary to the integrity of the game, this will result in a review of their behavior and potentially one or more automatic suspension points, being added to their player profile. These decisions will be at the sole discretion of the PTA. These include both are not exclusive to:

a. Violent Conduct - Any conduct deemed violent by any tournament staff, including tournament directors or on-court officials will be handled with an automatic suspension.

b. Abuse of Tournament Staff - Any abuse towards the tournament staff, including tournament desk or on-court officials will be handled with an automatic suspension.

Not in Good Standing – Any player or member of a player party found to be “not in good standing” with the association will be suspended indefinitely until the standing of the aforementioned person is corrected. Upon falling out of “good standing” with the association, the party will be immediately notified of their poor standing and subsequent suspension.

DISCIPLINARY PROCEDURES

The following procedures apply to all Tennis Alberta sanctioned tournaments. Tennis Alberta will notify Tennis Canada, and other relevant associations, of players who are under suspension.

1. Determination of a Violation - The Designated Tournament Official shall determine any breach of the Code of Conduct, which occurs at the Precincts of a Tournament Site.

2. Penalties - The Designated Tournament Official will record all code violations into the Tournament Software system before the conclusion of the event. They will subsequently fill in an incident report, if they feel that any player committed an offence worthy of a subjective suspension point. All off-court or egregious on-court violations of the Code of Conduct are to be documented separately. Once the reports are received, the PTA will decide if any penalties will be assessed to the player and/or supporter(s).

3. Warning - Once a player receives one suspension point, either subjectively or collectively, they will receive a confirmation email from Tennis Alberta notifying them of this suspension point. The same process will occur with the second and then third suspension point.

4. Notice - Once a player receives three suspension points, or if they commit an act contrary to the integrity of the game, they will receive written notice from Tennis Alberta outlining the duration and timeline of their suspension.

5. Appeal Process - All appeals will be solely subject to the Appeal process stipulated within section 2 of Tennis Alberta's Policy Manual.

6. Suspension – Suspensions shall be issued in accordance with the procedures outlined within section 3 of Tennis Alberta's Code of Conduct.

SUMMARY OF GENERAL TOURNAMENT REGULATIONS

The following summary of regulations has been taken from the “Rules of the Court” latest edition, along with collective Tennis Alberta procedures.

Sanction: Member clubs must apply to Tennis Alberta for all provincial tournament sanctions.

Tournament Rules: Acceptance List Procedures and tournament eligibility matters are stipulated within Tennis Alberta’s Junior Competitive Structure Document.

***Note: Draws for all Tennis Alberta sanctioned events are made by Tennis Alberta’s Tournaments and Program Manager who serves as Referee Ex-Officio for the purposes of fairness and consistency.*

Warm-Up Period: The length of the warm-up is at the discretion of the Referee, but normally limited to 5 minutes. The Referee may extend the warm-up period; however, this time shall not exceed 10 minutes. Failure to commence play promptly may result in action being taken under the Code of Conduct. Where there has been an interruption of play, the players will be advised of the amount of warm-up to precede the resumption of the match.

It will be according to the following schedule:

Interruption less than 15 minutes, no warm-up

Interruption of 15 to 30 minutes, 3-minute warm-up

Interruption in excess of 30 minute, 5-minute warm-up

Number of Matches: In Tennis Alberta tournaments, players must normally be prepared to play two complete main draw matches per day, regardless of the length of such matches.

In the case of significant weather delays, or when permitted to play in more than one event, they must be prepared to play four complete matches in total.

Where a player is entered in a consolation draw, the maximum total number of matches in all events (singles and doubles, main draw and consolations) shall not exceed four matches per day. Players may, of their own volition, play more than the maximum. In Tennis Alberta sanctioned events the latest scheduled start time for a match should normally be 9:00pm, and the earliest 8:00am.

Rest Between Matches: The following guidelines should be observed in scheduling matches to ensure proper rest:

- Between singles matches, players should be entitled to a rest period of at least 45 minutes.
- Between a singles and doubles match, or between two (2) doubles matches, players shall be entitled to a rest period of at least 30 minutes.
- Player's competing in multiple singles events may not be guaranteed the allocated rest times and should be willing to compete in a maximum of four (4) matches per day with limited to no rests.

- Rest times are not guaranteed at progressive tennis events (Rogers Rookie & Year 9 and 10 Tournaments). Due to the modified scoring and tournament formats, players are required to play a maximum of 3 preliminary matches in a row with modified short sets. Player's advancing to the elimination flight may be granted a half an hour rest time at the discretion of the tournament director.

The Referee has the authority to modify the above guidelines in view of special circumstances (e.g. length of a match, weather conditions, etc.).

MEDICAL CONDITIONS AND TREATMENT

Medical Time-Out: During the warm-up or match, a player may request a one-time three (3) minute medical time-out for each distinct treatable medical condition or injury. In general, a medical condition or injury shall be evaluated and/or treated at a changeover or a set break. Only in the case that a player develops an acute medical condition (one that develops suddenly and prevents the player from continuing to play, e.g., a player is seen to roll-over on his/her ankle) that requires immediate medical attention may the player request immediate evaluation and/or treatment.

If a Sports Medicine Trainer or other qualified medical personnel is available, the three(3) minute treatment time begins after the completion of the evaluation and diagnosis of the condition by this person. If a Sports Medicine Trainer or other qualified medical personnel is not available, the Referee, Chair Umpire or Roving Umpire shall explain the medical time-out rule and allow the player to treat himself. The player may receive treatment by a coach or parent only when this treatment is administered under the direct supervision of an Official. The Official may provide supplies (e.g., bandages or ice). The three-minute treatment period begins when the treatment commences. Medical time-outs are not permitted in cases of general fatigue, loss of conditioning, or cramping. All manifestations of heat illness shall be considered as one (1) treatable medical condition. All musculoskeletal injuries that manifest as part of the same kinetic chain continuum shall be considered as one (1) treatable medical condition.

Muscle cramping: A player may receive treatment for muscle cramping only during the time allotted for change of ends and/or set breaks. Players may not receive a Medical Time-Out for muscle cramping. If the player cannot continue playing due to severe muscle cramping, he/she may forfeit the point(s)/game(s) needed to get to a change of end or set break to receive immediate evaluation and/or treatment if time allows. A player is entitled to receive a total of two (2) full change of ends and/or set break treatments for muscle cramping in a match, not necessarily consecutive. If only a part of a changeover or set break is used for the initial evaluation and treatment, the player is entitled to two (2) full additional changeover and/or set break treatments.

6. SUMMARY OF GENERAL TOURNAMENT REGULATIONS CON'T

Bleeding: If a player is bleeding, play must stop as soon as possible. A total of up to five (5) minutes may be allowed to assure control of the bleeding. If blood has spilled onto the court or its immediate vicinity, play must not resume until the blood spill has been cleaned appropriately.

Vomiting: If vomit has spilled onto the court or if the player requests medical treatment, play must stop immediately. Play must not resume until the spill has been cleaned appropriately. If the condition is treatable, a medical time-out shall be allowed; if the condition is not treatable, play will continue as soon as the court has been cleaned.

Concussion: This Code of Conduct provides guidance to Tennis Alberta Management, staff and volunteers in the identification and management of concussions at Tennis Alberta run tournaments and events. In the case of a Tennis Alberta run tournament or event, when a concussion is suspected, match play involving the individual must be immediately halted, and not resumed under any circumstances. Depending on the seriousness of the situation, other match play may also be halted at the discretion of the Tennis Alberta Management on site. Tournament staff should follow whatever safety procedures exist at the site, as well as the Management Procedures for a Suspected Concussion Initial Response, as outlined in Tennis Alberta's [Concussion Management Policy](#).

An incident report must be completed by an on-site Tennis Alberta staff representative, a copy provided to the Emergency contact and Tennis Alberta's office (by next business day). Medical personnel (911) must be notified if required, in light of the severity of the injury. Suspected concussed athletes/participants should not be left alone and should be monitored for exhibiting signs and/or symptoms until their care has been handed off to a qualified medical practitioner/parent/legal guardian or spouse/partner or adult friend. Prior to resuming tournament play in subsequent tournaments, a note from the player's physician clearing the athlete fit for competition must be filed with Tennis Alberta's office.

Toilet Break: A player is allowed to request permission to leave the court for a reasonable time for a toilet break or (for women only) a change of attire break.

Toilet breaks should be taken on a set break and can be used for no other purpose. Change of attire breaks (women only) must be taken on a set break. In women's singles, a player is entitled to two (2) breaks during a match. In men's singles, a player is entitled to one (1) toilet break during a best of three set match.

CONCLUSION

The above Code of Conduct will act as Tennis Alberta's primary policy for disciplinary matters both on and off the court. These policies will supersede any other governing rules and regulations, however, if there is a gap in information regarding a specific incident in these policies, one will refer to Tennis Canada's Rules of the Court as a supplementary policy for Code of Conduct.

Tennis Alberta reserves the right to govern all disciplinary issues as they see fit, as not every situation can be contained within this document. Tennis Alberta will have the final say on these issues, and any appeal, if applicable, will need to be undertaken with Tennis Alberta directly.

Tennis Alberta reserves the right to make changes to the contents and literature contained within this document as deemed appropriate. Any changes will be posted in a timely manner and communicated to all stakeholders.