



TENNIS

success

CODE OF CONDUCT



TENNIS
SUCCESS

Mission Statement

The mission of Tennis Success is to enrich the lives of “at-risk” youth and to equip them to serve the community by providing tennis, education and healthy living programs.

Serve it up – Tennis, Education and Healthy Living!

To Tennis Success Students

The continued success of Tennis Success Inc. (TSI) is a result of our commitment to the TSI Core Values and Mission Statement.

This Code of Conduct is designed to help us realize the importance of our Core Values, Mission Statement, and most of all, our sense of self-worth, self-respect, and our relationships with family, friends, mentors, and community.

As we work towards success in tennis, school, community and life, we strive to demonstrate behavior consistent with Tennis Success, Inc. Core Values and Mission Statement. We aspire to do this for one simple reason – this Code of Conduct defines our responsibility.

TSI expects each student to **Do the Right Thing**: at home, at school, at tennis, in the community, and in life.



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Introduction

Tennis Success Inc. is committed to conducting all affairs with integrity. This commitment extends throughout our expanded organization no matter where in the community our program reaches.

Our students have a responsibility and an expectation to hold themselves to the highest degree of sportsmanship, integrity, and honesty, even if it means the loss of a point, game, and yes, even a match.

This commitment requires not only compliance to the TSI Core Values and Mission Statement, but it also requires all participants to act accordingly to our TSI Student Contract.

All students, directors, instructors, officers, parents and volunteers are expected to be familiar with this Code and to adhere to it.

Rewards and incentives for students will be based in part on compliance, behavior, and open communication.

Any participant violating this Code of Conduct is subject to disciplinary action, which may be in the form of a 3-strike system resulting in expulsion from the program, or immediate expulsion at the discretion of the Executive Director. If necessary, participants may be reported to the proper authorities and may result in civil or criminal action.



Our TSI Core Values

The key to Tennis Success' future, and the basis of a culture that enables superior performance in all areas of our organization, is a continued firm commitment to our Core Values. They remind us that it is not just a matter of doing what is expected and required whether at home, at school, in our programs, or at tournaments. We must strive to go above and beyond the standards of what is expected and required.

Honesty

Play by the rules. Make the right decision every time, even if it costs you. "Honesty is the cornerstone of all success without which confidence and ability to perform shall cease to exist." -Mary Kay Ash

Obedience

Obey instruction the first time, every time.

Integrity

Conduct yourself in a manner that earns praise, not fault.

Humility

"Humility is not thinking less of yourself but thinking of yourself less." – C.S. Lewis

"Humility is staying teachable, regardless of how much you already know." – Unknown

Respect

Treat **yourself** with dignity and self-respect. Treat **others** with dignity, respect, honesty, and sensitivity. Encourage and practice teamwork.

Fulfillment

Work hard. Practice hard. Play hard. Reach your goal. Make yourself better today. Meet your potential and find enjoyment in your life, in your play, and in your relationships.

Responsibility

Be accountable for the choices and actions you make and accept all consequences that follow.



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Home and Family

First and foremost, a TSI student must be obedient at home. Obey and respect the house and family rules. Do your chores without argument. Respect authority. Do not talk back.

School

1. Go to school every day. On a day that you miss school:
 - * YOU MAY NOT COME TO PRACTICE.
 - * YOU MAY NOT TRAVEL WITH THE TEAM.
2. Be on time.
3. Attend every assigned class.
4. Pay attention in class.
5. Care about your grades and do your best.
6. Do your assignments on time.
7. Obey your teacher and school officials – yes, even the crossing guard.
8. Bring your report card to the first practice after receiving it.
 - * **IF YOU DO NOT HAVE YOUR REPORT CARD, YOU DO NOT PRACTICE.**
 - * **Pass/Fail - Progress Reports/Report Cards**
 - Failing at progress report period - no tennis till passing
 - Failing at Report Card period - 2 weeks no tennis; grade check after 2 weeks, may play if passing
 - * IF a participant stops coming to the education portion of TSI due to not being allowed to participate in the tennis portion because of failing grades, they will be dropped from the program. Should a participant be dropped for this reason and attempt to return when grades are passing, they will be allowed to reregister BUT they will not be allowed to play in the tennis portion until they have attended a minimum of 8 days of the education portion only. The length of suspension from the tennis portion will be decided at the discretion of TSI.



Tennis Practice and Classroom

1. Attend every scheduled practice.
 - * **Keep in mind that attendance, and participation in the classroom AND on-court determines eligibility in other areas of TSI such as scholarships, tournaments, apparel, etc.**
 - * **Excused Practices and Absences:** Have your parents or guardians contact TSI if you will not be able to attend. Do not abuse this privilege.
2. Be on time.
3. Follow the schedule.
4. Comply with all directions and requests of instructors.
5. Be attentive.
6. Participate in all activities.
7. Do your homework in the classroom or participate in USTA programs such as an ACE/STEM or NJTL Program assignment/project before going to courts.
 - * **You MUST complete assignments before going on court.**
8. Use your “inside” voice in the classroom.
9. Ask the tutor for help as needed.
10. Help other students in the classroom and on-court, if you can.
11. Practice correct tennis form.
12. Do not talk back or argue with tutors or coaches.
13. No horse playing. (Don’t throw things, don’t hit balls unless it’s your turn, etc.)
14. No bullying allowed (Refer to USTA Safe Play Code of Conduct); including harassment; including saying or doing things that create a very strong emotional reaction in someone, especially anger, irritation, or exasperation.
15. Keep your hands to yourself.
16. Have all your equipment ready; this includes bringing a container for water and appropriate attire. *Only Water will be allowed ON-court.



Tournaments

Refer to all rules in the USTA's Friend at Court 2017 Handbook of Rules and Regulations on the USTA Website. You could incur penalties and even be suspended from USTA tournaments as a consequence from failing to comply with the rules.

1. Adhere to all rules and comply with officials.
2. Have all your equipment ready BEFORE tennis instruction or match check-in; this includes wearing appropriate attire (proper shoes at minimum for class), going to the restroom, filling your water jug, regripping your racket, etc.
3. Only Water will be allowed ON-court.
4. ARRIVE EARLY. CHECK IN to the tournament desk ON-TIME (30 MINUTES BEFORE SCHEDULED MATCH TIME).
5. Participants should check the draw the night before, the morning of and throughout the day.
6. Check next play time - Clarify with the site director your next match time or that you are out of the tournament and have no more matches.
7. Be fair about line calls. If the ball is **not clearly out**, then it is **in**.
8. Challenge, but do not argue, yell, or curse. Ultimately, it's **their** call.
9. Do not abuse equipment. This means do not throw your racquet, water bottle, shoes, towels, ball abuse, etc.
10. Do not verbally or physically abuse anyone, including opponents, teammates, officials or spectators.
11. Show respect and good sportsmanship to opponents and teammates alike.
 - * You are not only representing yourself; you are representing your family, your coaches, Tennis Success as a whole, and the community (when you are playing out of town tournaments).
12. Be supportive of your teammates. When you are not on a court competing, gather at one of the courts where your teammate is competing to provide encouragement.



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Tournament Registration and Eligibility

★ Parents/Guardians will be required to come into the classroom to renew USTA memberships.

1. Check your schedule before signing up to register for the tournament!!!!!!
2. Parents must sign a waiver to **register** participant before each tournament.
3. A minimum of 75% attendance (50% with excused absences) is required to register AND play in tournaments. Attendance 4 weeks prior to tournament registration will be reviewed. (*fee will have to be reimburse to TSI).
 - * participation in the classroom AND on-court determines eligibility. It is not justifiable nor practical to register a student for a tournament that has not practiced.
 - * Excused Practices and Absences (Dr. appointment, illness, school extra-curricular activities or ceremonies, family emergencies): Have your parents or guardians contact TSI if you will not be able to attend. Do not abuse this privilege.
4. Must be passing to register AND play.
5. Must know court etiquette and the Rules of the game such as when to serve or return from the left or right side; when to change ends of the court, etc.



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Tournament Responsibilities/Repercussions

1. Cancellations

- a. It's your job to (your - older players or parents of younger players):
 - i. Contact the tournament director of any withdraws
 - ii. Call and notify the Executive Director of the withdraw (or the Assistant Director if the ED is unavailable)
 - iii. E-mail tennissuccess@outlook.com with an explanation of any cancelations.

Should any TSI participant cancel or withdraw from a tournament that has been registered and paid for will result in:

- **1st Offense** – participant is responsible for the reimbursement of the tournament fee to TSI AND suspension from 1 tournament
- **2nd Offense** – participant is responsible for the reimbursement of the tournament fee to TSI AND the participant will be unable to participate with TSI in tournaments for the next 4 months.

2. Behavior

- a. The 3-strike system will apply and every misconduct will be documented



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Travel and Hotel Stays

* **Students will not be allowed to travel** if they missed school that day, and/or do not meet attendance eligibility requirements.

1. You must bring homework or a book to read.
2. Be on time for ANY and ALL departures, appointments, play times, etc.
3. Cell phone usage will be monitored.
4. Have all your equipment including travel clothes and water containers ready.
5. Travel in your assigned vehicle. Travel assignments are NOT negotiable.
6. Respect the property of others.
7. Clean up after yourself. This includes any vehicle you are riding in, rooms, practice, and all competition sites.
8. Be courteous and well-mannered towards everyone at **all** times.
9. Obey hotel rules and staff. Remember there are other guests who deserve a quiet, comfortable, and undisturbed hotel stay. Do NOT: run indoors, be loud or disruptive inside any hotel or building.
10. **Curfew** - Room curfew is 10:00 p.m.; be in your assigned room. LIGHTS OUT at 11:00 p.m.; turn off lights, TV, and music. Get to sleep.
11. Boys must stay out of girls' rooms, girls must stay out of boys' rooms, UNLESS accompanied by a TSI approved Staff Member/Chaperone.
12. TSI shirts should be worn when traveling and competing in tournaments. At minimum, TSI **t-shirts** should be worn at tournament sites before match play, after match play and in-between. TSI **dri-fit** shirts should be worn during match play.

**TSI is not responsible for any lost or missing personal property.*



Zero Tolerance

1. Social Media: Any posting on social media by any TSI student deemed inappropriate, by TSI supervision, including board members, that does not live up to the expressed values and expectations of the Code of Conduct will be investigated, and will be subject to discipline, up to and including suspensions from TSI.
 - a. TSI Participants should not post any pictures of other participants or staff on social media without the consent of that individual.
2. No misuse of drugs: **Illegal, legally prescribed** medications or **over-the counter** medications.
3. No weapons. This includes pocket knives of any size.
4. No alcoholic beverages.
5. No tobacco products.
6. No fights, arguments, gossip, or other verbal or physical expression that is offensive, demeaning, or of any sexual nature.
7. Keep your hands off your teammates' property unless you have the owner's expressed permission. This includes equipment, money, cell phone, music player, etc.
8. Wear clothes in a neat and clean appearance. (No sleeveless for boys, not graphic tees, skull and bones, etc.)

TSI is serious about the welfare, health, and well-being of each student. As a result of this concern, our Zero Tolerance policy is strictly enforced.

Any student suspected of violating any part of the Zero Tolerance policy will be investigated and will be subject to discipline up to and including suspensions from TSI if the investigation finds that the student is in violation. Each violation will be investigated separately. Any investigation automatically includes a review of the violator's history. The violator's history includes, but is not limited to, how the violator has complied with the TSI Code of Conduct while a TSI student.

A suspended student is not allowed to attend any TSI function.



Students' Fundraising in Support of Tennis Success Inc.

Each TSI student is required to participate in at least two fundraising activities per session (Spring, Summer, Fall). Parents are also encouraged to help out during the fundraising efforts through giving time or making a donation.

Each TSI student must...

- **Understand** a donation given by a foundation grant, private citizen, or community business is a **gift** to offset the cost of our programs.
- **Help/Volunteer in year-round fundraising activities:** Examples of fundraising activities are, but not limited to, galas, parties, and food sales (examples: BBQ plates, baked goods, tamales, ticket sales, etc.).

Why Each Student Needs to Help?

It is important for students and family to give back to the program that has invested in them. Giving your time and effort to make fundraising successful demonstrates your commitment, support and how much you value the program rather than just being participants of the program. Additionally, it costs money to put on a fundraiser. Tennis Success first needs to buy the supplies needed to put on the fundraiser.

Before each fundraiser, the Executive Director or his/her designee will have a meeting to discuss with the students the details of the fundraiser and the goal of how much money each student should raise.