

FOX CHAPEL RACQUET CLUB WOMEN'S EVENING LEAGUE PADDLE COMMITTEE TEAM GUIDELINES AND APPENDICES

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EVENING PADDLE COMMITTEE MISSION STATEMENT

The Women's Evening League Paddle Committee (WELPC) shall establish and maintain standards that encourage a fair and competitive women's paddle program for league play. The "one team approach" is a focus.

RULES OF GOVERNANCE

- The women's team paddle program at the FCRC shall be divided into 2 entities for the WPPTA Day and Evening Paddle Leagues. Decisions will be made separately for each league.
- This document applies to all FCRC women's **evening** league paddle teams and players and replaces all previous women's evening league paddle guidelines.
- The FCRC evening league will be governed by the Women's Evening League Paddle Committee (WELPC). The committee will be composed of the team captains, the team co-captains and the Women's Evening League Paddle Chair.
- The Women's Evening League Paddle Chair will be selected by the Board of Directors.
- The Women's Evening League Paddle Chair will apprise the Women's Paddle Chair (WPC) of the workings of the committee and any changes made to the guidelines set forth in this document.
- If a captain or representative of the WELPC moves to a different team, or is unable to fulfill her duty to the committee, for whatever reason, she will relinquish her position on the committee. A new team captain or co-captain will be elected by her team and will become part of the WDLPC for the balance of the original term.
- Each team must determine their captain and co-captain, preferably at the end of the season.
- Meetings of the WELPC should be attended by either the captain and the co-captain or both.
- The Committee will meet at the beginning, in the middle and at the end of every season. The preseason meeting will determine team rosters, team practice and lesson times and any changes to the guidelines. Other meetings are scheduled as needed and meetings will have agendas.
- Grievance processes are included in this document. Behavior and disciplinary policies are addressed within the Code of Conduct. It is each player's responsibility to review the Code of Conduct, found on the FCRC website.
- Recommended changes to these Guidelines should be in writing and include suggested changes, rationale, and explanation of how the change would continue to improve the "fair and competitive" nature of the program as stated in the mission statement. The Chair will distribute the recommendation to the committee members for review and consideration at the next regular committee meeting.

FCRC WOMEN'S EVENING LEAGUE TEAMS

- There are five women's evening paddle teams; in D1, D2, D3, D4, D5.
- Team size for each paddle team is a minimum of 8.
- The WELPC, with input from the Director of Racquet Sports, will continue to have the ability to place new players onto the appropriate team during the season or as a new season begins. All Evening to Day players (or vice versa) and transfer players will be placed in this manner.
- As per WPPTA rules, there is no minimum number of times a rostered player is required to play.
- A player who is only rostered on an evening team will be given priority to play by captains. If circumstances warrant, it will be addressed with the WELPC.
- Teams must follow the rules established by the WPPTA for Women's Evening League (WEL) play: <https://wppta.tenniscotes.com/leaguedata/rules/107-425.pdf>

PLAYER MOVEMENT SYSTEM

- If a team member would like to move teams or change their status, they should let their captain and co-captain know, preferably at the end of the season. Confirmation of changes will be made in late August/early September.
- During the summer, data will be collected from multiple sources to determine player movement among teams. All evening players will be listed with data including PTIs, changes in PTI, and/or other data that would be useful for making rostering decisions.
- In Late August, data on all players interested in joining teams will be distributed to the captains and co-captains.
- WELPC Chair and Team Captains and Co-Captains, with input from the Director of Racquet Sports, will meet in late summer to determine final rosters for the upcoming season. At that time rosters will be adjusted to achieve the ideal team size.
- Captains will inform their rostered players of their placement for the year.

GRIEVANCE PROCESSES

If a player is **unhappy with team placement** (e.g. she has a lower PTI and wants to play on a higher division team), the following process should be followed:

- Individual player to make it known to the current captain as well as the captain of the team the player believes she should be on.
- The captains, in consultation with paddle pros, will discuss the situation taking into account various data: PTI, match statistics, improvement year over year, etc..
- Depending on the circumstance, the player may be invited to practice with the team she aspires to join.
- The final decision is to be made by the group noted above; should additional adjudication be required the paddle committee will be included.

If a player has an **issue that needs to be addressed**, the following process should be followed:

- The initial step is to address any member concern directly with another member (assuming the issue is with another person)
- The next step (if necessary) is to approach the team captain to seek assistance in resolving the issue
- The third step (if necessary) is to approach the paddle committee (either any member of the committee or through the Board paddle rep) to help resolve the issue
- Should a member have a concern with an assistant pro the member should speak with the head pro
- Should a member have a concern with the head pro the member should speak with the paddle committee

APPENDIX A: FCRC WOMEN'S TEAM PADDLE CODE OF CONDUCT

In an effort to minimize misunderstandings, hard feelings and conflicts on women's paddle teams at FCRC, the FCRC Women's Team Paddle Committee, with the support of the FCRC Board, has adopted the following guidelines and code of conduct for all women wishing to be part of an FCRC paddle team.

Each player is asked to read the guidelines below. Match play will not be permitted unless and until a player has familiarized themselves with this document.

Behavior Guidelines

- FCRC regards sportsmanship and camaraderie as important aspects of competition.
- Players are expected to demonstrate respectful behavior towards other players both on and off the court.
- Efforts will be made to give all interested women an opportunity to earn a position on a paddle team, but due to the popularity of paddle at FCRC and the limited number of teams in the league, a member of the club is not "guaranteed" or "entitled" to be on a team.
- The captain of each team will decide the line-ups, practice attendance and other such team matters as they arise.
- Players are highly encouraged to arrange their own paddle games and not envision team play and practices as their main source of paddle play.
- Bad or disruptive behavior or language during team practices or matches will not be tolerated and may be cause for removal from a team.

Grievance Procedures

- A written complaint must be presented to the Women's Team Paddle Committee Chair within a week of the incident.
- Within one week of being notified of a grievance, the committee will notify the accused offender in writing that a grievance has been filed against her and a description of the nature of the grievance. The accused offender has the opportunity to file a written response to the Women's Team Paddle Committee Chair within a week of being notified that a grievance has been filed against her. Within this response the accused has the right to request a hearing in front of the Women's Team Paddle Committee.
- If appropriate, the Team Captain and the Women's Team Paddle Chair will discuss the facts of the situation with any witnesses.
- If a request is made for a hearing by the accused offender, Women's Team Paddle Committee Chair shall schedule the hearing within one week of receiving the request.

- The Women's Team Paddle Committee will determine the appropriate disciplinary action, if any.

Disciplinary Guidelines

- The Women's Team Paddle Committee has the right to issue an immediate temporary suspension from team play (matches and practices). The temporary suspension shall be in force until a final decision is made regarding disciplinary action, but should not be longer than four weeks.
- After a first offense, there will be a written warning sent to the offender, and possibly a period of suspension from team play.
- After the second offense, the player may be forbidden to play on a FCRC competitive team for a period equivalent to one full season.
- After a third offense, the player may receive a permanent suspension from team play.
- Should a first offense be so egregious, the committee reserves the right to immediately and permanently remove the player from team play.
- Following a decision regarding any disciplinary action, the committee will notify the accused offender of their decision in writing. The accused offender has the right to appeal the decision in writing to the Women's Team Paddle Committee Chair. The committee will review the request and notify the accused offender of their decision regarding the appeal within two weeks of receiving the appeal.
- Any decision regarding disciplinary action shall require the majority vote of the Women's Team Paddle Committee members.