

TENNIS WORLD AUSTRALIAN OPEN CAMPS PARENT'S GUIDE



MELBOURNE





This handbook contains relevant information on our procedures and guidelines for all of our holiday programs. We recommend that you read the information carefully and if you have any questions please do not hesitate to contact a member of the Tennis World team on 1300 tennis (836 647).

The Tennis World Holiday Camps serve the needs of working parents whilst also offering the fun and healthy alternative for their children during the school holidays. The camps are suitable for beginner-Intermediate level children and are a great way to engage children into physical activity, encourage them to meet new friends, build on their tennis skills and become involved in other sports activities. Our camps are run by qualified Tennis World coaches who aim to include all participants in a variety of fun and interactive activities.

OUR CAMPS



ANZ Tennis Hot Shots Camp

| | | |
|-----------|-------------|----------------------------|
| MORNING | 8:45 to 9 | Drop off and sign in |
| | 9 to 9:15 | Intro and warm up |
| | 9:15 to 10 | Activity |
| | 10 to 11 | Court time |
| | 11 to 11:15 | Morning tea (supervised) |
| | 11:15 to 12 | Court time |
| AFTERNOON | 12 to 1 | Lunch (supervised) |
| | 1 to 3 | AO practice / matches |
| | 3 to 3:15 | Afternoon tea (supervised) |
| | 3:15 to 5 | Court time |
| | 5 to 5:15 | Pick up and sign out |

Performance Camps

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|-----------|-------------|---|
| MORNING | 7:45 to 8 | Drop off and sign in |
| | 8 to 8:15 | Intro and warm up |
| | 8:15 to 10 | Court time / physical training |
| | 10 to 10:15 | Morning tea (supervised) |
| | 10:15 to 12 | AO practice / matches |
| | 12 to 1 | Lunch (supervised) |
| AFTERNOON | 1 to 2 | Court time / physical training |
| | 2 to 2:15 | Afternoon tea / drinks break (supervised) |
| | 2:15 to 3 | Court time / physical training |
| | 3 to 3:15 | Pick up and sign out |

Please note, though Tennis World staff will try their hardest to stick to this schedule, session times and activities are subject to change at short notice due to weather and other uncontrollable conditions.

SCHEDULES



Morning tea, lunch and afternoon tea

A lunch box packed with health food is highly recommended. Please note we are a peanut/nut free facility, as we often have children attend our programs with severe anaphylaxis.

Drink bottle

Staff monitor regular consumption of water throughout the day and bottles can be refilled at any time.

Hat, sunscreen and towel

Hats and sunscreen must be worn for all outdoor activities.

Appropriate clothing and footwear

Closed toed sports shoes (thongs and sandals are not permitted).

Money for snacks and refreshments

We have an onsite café so if you would like to give your child some money for a small snack or refreshment you're free to do so.

Please do not bring

Valuable items

Sharp items

Electronic devices such as iPads and Computers

Skateboard and scooters

Jewellery and expensive watches

WHAT TO BRING



Supervision

Our Tennis World staff are responsible for the children during the hours of 7.45am and 3.15pm for junior and performance camps and 8:45am to 5:15pm for ANZ Tennis Hot Shots Camps.

We recommend ensuring you arrive at the venue after 15 minutes before camp begins as there will be no supervision before this time. Similarly, children are required to be collected within 15 minutes of the end of camp or additional fees may apply.

Weather

Our Tennis Camps are held in any weather. That being said, the safety of our participants and staff are the highest priority – for this reason we will ensure that the Extreme Heat Policy is enforced if needed. Modified activities and the use of indoor facilities will be used in the event of the weather stopping us from conducting the camp on our outside courts.

Signing in & out

When you arrive each day, you are required to sign your child in at the cafe – failure to do so will result in your child not being permitted into the camp and you will need to collect them. At the end of the day, please sign your child out at the cafe.



GENERAL INFO



Emergency Procedures

All of our staff will take an active approach to minimising risk within our programs and activities. All are first aid qualifies. In the rare case of an accident, parents will be notified immediately. If a child requires urgent medical attention, we will arrange for an ambulance. Incident Report Forms are completed for every incident, regardless of whether it is minor or major. All staff undertake regular in-house training which covers emergency action plans, evacuation and accident and incident procedures.

Food Allergies and Anaphylaxis

In cases of children with a known food allergy, we take all practical steps to minimise the likelihood of accidental exposure. We ask that all parents to consider the safety of all children and avoid sending foods that include any known trigger. This includes all nut/based related products. For any children with allergies, ensure all information on their child's health is provided to staff, including details of any known allergies, medications, contact details and an Emergency Treatment Plan approved by their doctor.

Appropriate Behavior

In order to provide a safe and welcoming environment for all, it is important participants respect those around them. Players should treat fellow participants as they themselves would like to be treated, be respectful to all staff and coaches by following their instructions, refrain from swearing, hurtful language and antisocial behaviour and be respectful towards other's personal property and camp facilities and equipment

GENERAL INFO



Tennis World have a zero tolerance approach to any form of child abuse and is committed to ensuring the sport of tennis is a safe and friendly environment for children and young people. It is imperative that children and young people who access our activities, programs, events or services feel safe and supported. We will ensure that child safety is embedded in our organisation's culture, reflected in our policies and procedures, and understood and practiced at all levels of our sport. We commit to making sure that everyone involved with delivering tennis in Australia, from club administrators, volunteers, parents and participants, understand the important responsibilities they have in relation to child safety.

Our Safeguarding Children Guidelines can be found here:

<https://www.tennis.com.au/wp-content/uploads/2017/06/Safeguarding-Children-Guidelines-2017.pdf>



CHILD SAFETY

