

## Venue Hosting Guidelines - 9/07/2023



As a Venue Host, you are required to:

- Have a working knowledge of the Rules of Pickleball, be able to explain the scoring system, be able to instruct newbies on safety and strategy (see below) and be able to demonstrate the basic pickleball strokes.
- Prior to the start of play, make sure that the venue is fit for play and that all obvious obstacles are removed from harm's way, such as tables, mats, basketballs etc.
- Supervise the erection of nets and check the height. This should be 36 inches at the posts and 34 inches in the centre. If you don't have a tape measure available, 36 inches is close to 3 small fingers from the top of the posts. If you then tighten the net from both ends until it is level, the centre height should be 34 inches.
- Organise or encourage 10-15 minutes of warm up/practice.
- If the host wishes to implement a system of play for the day, that system should be announced as soon as practical and monitored throughout the day. Ensure that everyone gets a fair go.
- Liaise with the manager of the venue and implement any reasonable directions of the manager.
- Have available a list of attendees for the event. The host will record those members who did not attend and report to the ABPA Secretary ([mail@avalonbeachpickleball.org.au](mailto:mail@avalonbeachpickleball.org.au)).
- Check to see who isn't yet an ABPA member and have them sign the [Individual Release and Hold Harmless Agreement form](#) (download from ABPA website). Please return the completed form to the ABPA Secretary ([mail@avalonbeachpickleball.org.au](mailto:mail@avalonbeachpickleball.org.au)) ASAP. The host should explain to the newbie that the club, for insurance purposes, permits only **one** session of play before that person is required to join the club.

- **PLEASE NOTE:** If anyone turns up and has not booked into the event via Meetup, they **MUST NOT** be allowed to play. First-timers should email [mail@avalonbeachpickleball.org.au](mailto:mail@avalonbeachpickleball.org.au) to enquire about first-timer lessons.
- Visitors may play with us once before membership of ABPA is required. The current list of ABPA members can be found here: <https://avalonbeachpickleball.org.au/membership-list/>.
- Ask anyone who wishes to join ABPA to complete and submit a Membership Application form online: <https://avalonbeachpickleball.org.au/become-a-member/>. Give them a flyer with our website address and QR code.
- Ensure that COVID-19 guidelines are followed.
- Supervise the putting away of nets and other equipment on completion of play and check that all personal belongings are removed from the venue.
- Complete an [Accident Report form](#) (download from ABPA website) if necessary and send it to John Fuller ASAP ([mail@avalonbeachpickleball.org.au](mailto:mail@avalonbeachpickleball.org.au)). **If a member's emergency contact number is required, please contact Rona Richmond on 0411 541 025.**

### Reporting

Send an email to the ABPA Secretary ([mail@avalonbeachpickleball.org.au](mailto:mail@avalonbeachpickleball.org.au)) as soon as practicable following a session, reporting on the following:

- Details of newbies: Ability to play, agility, possible grading, whether they are a fit and proper person to be a member and any other relevant information.
- Any "no shows".
- A complaint by a club member.
- Unacceptable behaviour by a member or guest.
- A complaint by PCYC or Northern Beaches Council.
- A complaint by a member of the public.
- Any damage caused to premises as a result of pickleball being played.
- The condition of nets, paddles, balls and premises.

### Safety Instructions for Newbies

The Host must make sure that appropriate footwear is being worn i.e. non-marking indoor sports shoes or tennis shoes (no runners).

The host must explain the following:

- When a ball from another court comes onto your court, play should stop immediately and the point replayed. Pick the ball up and return it by hand to the server on the other court. Never swat the ball across the floor.
- When a ball from your court goes onto another court, call out "Ball!" immediately.
- Do not walk behind a court where play is occurring. Wait until the point is over.
- Do not run onto another court to retrieve a ball. Stop immediately and call out "Ball!"
- That pickleball is a relaxed and very social game and that winning at all costs is not appropriate.

### Court Etiquette

The host should explain court etiquette to anyone who does not conduct themselves satisfactorily.

A player should not:

- Call the ball out when there is any doubt whatsoever. If they THINK it may be out, then it's in!
- Argue with the opposition or their partner over the score.
- Fail to leave the court when it is their turn to do so.
- Bash the ball away in a fit of rage.
- Fail to thank other players on the court at the end of the game.
- Show dissatisfaction when asked to play with someone who they believe to be of a lesser standard than themselves.
- Criticise their partner for playing what they feel is a poor shot and not taking into account the experience of their partner.

## Special Guidelines for Council Owned Courts

### Avalon Recreation Centre

- The host will require a key to unlock the venue and storage area. Council makes available 2 keys per venue to be shared by hosts. Please note that Council charges \$80 for a replacement key.
- Please be aware that hire time includes the setting up and packing away of equipment.
- Everyone is required to pay upfront through OpenSports when booking into a session. However, in special circumstances eg. overseas visitors who have been given permission to play, please collect \$8 from them and deposit the money into the ABPA bank account:

**Account Name:** AVALON BEACH PICKLEBALL ASSOCIATION INC

**BSB No:** 032-196

**Account No:** 595603

(Please include an appropriate description in the reference field so that the transaction can be easily identified eg. (Name) Avalon Rec. 19 Sep)

- On departure please ensure that all equipment has been put away underneath the shelves and that all doors are locked.

### Avalon Outdoor Courts

- The host will require a key to unlock the black storage box next to the dog park. Please attach it to your car keyring and do not lend it to anyone without permission from the ABPA President. The Club equipment may only be used during organised ABPA sessions unless special permission is obtained from the ABPA President.
- Everyone is required to pay upfront through OpenSports when booking into a session. However, in special circumstances eg. overseas visitors who have been given permission to play, please collect \$6 from them and deposit the money into the ABPA bank account:

**Account Name:** AVALON BEACH PICKLEBALL ASSOCIATION INC

**BSB No:** 032-196

**Account No:** 595603

(Please include an appropriate description in the reference field so that the transaction can be easily identified eg. (Your name) Avalon outdoor 19 Sep).

### Hosting kit for each venue

- Folder containing Venue Hosting Guidelines document and forms:

Accident Report Form	<a href="https://avalonbeachpickleball.org.au/club-documents/">https://avalonbeachpickleball.org.au/club-documents/</a>
Individual Release and Hold Harmless Agreement	<a href="https://avalonbeachpickleball.org.au/club-documents/">https://avalonbeachpickleball.org.au/club-documents/</a>
ABPA Promotional pamphlets	Notify Rona Richmond if you run out of these

Extra forms are available on the ABPA website (see above links).

- Paddles, balls, first aid kit