

EAST VALLEY SENIOR TENNIS LEAGUE

POLICIES AND PROCEDURES

I. COACHING / SCORE KEEPING

A. **Coaching** - Coaching at 1.5 and 2.0 levels are allowed. Coaching is allowed at the only between sets, with the following stipulations:

1. The captain will designate the coach before the match, up to one coach per court.
2. Coaching will be allowed during set breaks only.
3. The designated time allotment allowed between sets will be the time allotted for coaching.
4. A match tiebreaker will be considered a new set and coaching will be allowed at that time also.
5. Coaches are encouraged to offer coaching advice immediately before and immediately following the match in support of player development as long as it is within the warmup times allowed.
6. If the designated coach or anyone else does any coaching during play or during change of ends, they will be asked to leave that court and any coaching that would have been allowed will be taken away for that court.

B. **ScoreKeepers** – The home team will provide on court scorekeepers for each match (optional for add-on or extra matches) for all 3.0 and below matches. Scorekeepers for 3.5 and 4.0 matches are at the discretion of the team captains. Scorekeepers shall call out the score after each point. Scorekeepers will not make any line calls, referee rulings, provide coaching or otherwise influence the players.

C. **Tie Breakers** - Each match will consist of two regular sets, but at a 6-6 tie in any set a 12-point tiebreaker using the Coman method will be played to determine the set winner. If each team has won one set then an 18 point

Coman tie-breaker will comprise the third and deciding set. The Coman tie-breaker method will be used at all levels.

II. PROCEDURES

The EVSTL Constitution and Bylaws are to be adhered to by all Clubs and players. The procedures supplement the constitution and bylaws and should be followed by all EVSTL Clubs and players.

III. 4.5 Level

- A. Women will play on Tuesday, Men will play on Friday, subject to change based on club availability to host the teams or teams' request.
- B. Coordinators will attempt to create matches for all those available to play, utilizing sub-ups that are playing at a high level 4.0 play. A 4.0 Club Captain may periodically recommend to the coordinator subs that would be competitive to play at the 4.5 level. The coordinator will select subs on a weekly basis as needed for play.
- C. Each player will bring a club supplied can of balls the first time they play and every 4th time thereafter. The coordinators will keep track of the schedule. Each club will supply a maximum of 4 cans of balls for each of their qualifying players for the season. Refreshments are optional for the hosting club.
- D. While 4.5's may use an alternative match format, all other EVSTL bylaws apply.

IV. 75+ Level

- A. **Mission:** Consistent with the purpose for which EVSTL was founded, the 75+ League provides opportunities for tennis play in relaxed settings for senior players from the member clubs.
- B. **Background:** After a trial lasting over a decade as a "separate league comprised of teams from EVSTL member clubs" which was "not a function of EVSTL," the 75+ League is ready for full acceptance as a permanent fixture of the East Valley Senior Tennis League.
- C. **75+ League Administrator:** The 75+ League shall be operated under the supervision of an EVSTL 75+ League Administrator. The administrator reports to the EVSTL President and the Executive Committee.
- D. **Structure:** 75+ League matches are held on Saturdays throughout the regular season, normally one round from 9am to 10:30 am, beginning in November and running through March or as designated by their schedule. Any member club is eligible to participate, provided it designates a club coordinator and is willing to host matches one or more times per season. Play is open to all people belonging to a participating club who are age 75 or

greater sometime during the season. Participants may also play at other designated levels of EVSTL.

- E. **Club Coordinator:** On a weekly basis, each participating club's coordinator determines the number of players wishing to play the following Saturday and reports this information to the 75+ League Administrator or the scheduler. When a club is selected to serve as host, that club's coordinator reserves courts and informs the 75+ League Administrator or the scheduler of the number of courts available.
- F. **Advisory Committee:** Every coordinator from each participating club is a member of the 75+ League Advisory Committee which strives to keep the League vibrant and welcoming to new and continuing member clubs and their senior players.
- G. **Match Format:** Matches take a variety of forms: men's, ladies, mixed doubles, round robins, invitationals, special events. Depending on the number of participants available from a club, matches may take place between players from two clubs, or they may involve players from multiple clubs. The host club coordinator, who is charged with responsibility to assure that matches are relatively balanced, may change partners and rotate players among courts to achieve parity.
- H. **Records, Statistics, Snacks:** Unless requested by the EVSTL President or Executive Committee, no records, statistics, or League standings are maintained and snacks are at the discretion of the Host Club Coordinator.

V. Captains

A. **Team captains** are the most important factor in providing tennis matches that are fair and fun by allowing for competition between opponents who are equally skilled. Captains should be familiar with the EVSTL bylaws and, in particular, Section X Team Captain responsibilities.

- 1) The goals of the EVSTL are to have fair and competitive matches throughout the league and to give all players the opportunity to play league matches every week.
- 2) EVSTL may provide a comprehensive training program using ZOOM (or other online format) during the off-season months as needed. Each EVSTL club must ensure sufficient orientation and training of team captains to achieve these goals and priorities. Training of first-time captains is essential for the successful implementation of league match play. This training should be provided prior to the start of each season.
- 3) The League Management System Coordinators of each club are an important resource to the team captains, and they should be available throughout the season to assist team captains in arranging fair and competitive matches. The LMS Coordinators are encouraged to review matches at each level periodically to ensure the captains have a good grasp on the guidelines and procedures herein.
- 4) The-Extra Players Board program is an important and integral part of the EVSTL and is to be supported by all teams and players. Captains are to utilize this program to help them minimize any player sit-outs.

- 5) The captain's top priorities include:
- 6) Keeping matches fair and fun;
- 7) Encourage players to have multiple partners throughout the season
- 8) Consider Win/Loss percentages in making player pairs to have more competitive matches.
- 9) After all available players at a level have procured a match, then encourage play up at the club to increase matches and court utilization.
- 10) Working to ensure a minimum of player sit-outs by utilizing the Extra Players Board to ensure each player has the opportunity to play every week.

B. Matches:

1. Contact the opposing captain and arranging matches:
2. Matches should be initiated 6 days prior to the actual match.
3. Home team captain initiates contact with the visiting team captain via email, or telephone (email is preferred) to determine the number of lines of men and women for the upcoming match.
4. Captains should communicate as necessary to arrange a fair and balanced match. Match pairs should be confirmed by email. All captains must provide an email and telephone number.
5. No changes are to be made to the rosters less than 3 days prior to a match except for injuries, absences, etc. Captains must communicate about these changes.
6. Captains will use the Extra Players Board to post available players and "check out" players as needed. See the complete guidelines following this path: Go to evstl.net EVSTL Governing Documents → Policies → *League "Extra" Players – Extra Board*
7. This form will be used from the evstl.net website. EVSTL Tennis → Extra Players Board
8. A minimum of 3 men and 3 women's matches should be scheduled. Captains should try to accommodate teams that have more than 3 by using players from Extra Players Board or play-ups.
9. Captains should designate borrowed players as "substitutes" on the roster and players who play up a level as "sub-ups" on the roster.
10. More than 3 men's and women's matches are suggested, but no more than two rounds should be played, except with the consent of both Captains.
11. Captains are to keep a hard copy of a Match Play Log for reference when entering match results. Each captain is to sign off on the Match Play Log of the other captain or take a photo of the scorecards from the match that is shared with both captains.
12. All roster listing in Tenniscores must start on line one.

C. Entering and Correcting Scores

1. Home captain enters the match scores within 24 hours of the end of the match. The away captain may not enter scores in Tenniscodes. This is why it is important to leave the match in agreement of player pairs and scores.
2. Home captain must enter the score for the first set and the second set. If a match tiebreak is played, the home captain enters a '1' for the winner of the tiebreak, and a '0' for the loser of the tiebreak. When the pop-up window opens, do not enter the actual match tiebreak score.
3. Home Captain should tell the Away Captain that the scores have been submitted.
4. Home and visiting captain should both verify the respective team's match results, checking names, scores, and tie breaks against the Match Play as soon as the match results are submitted.
5. If the scores are not submitted or an error is found, it must be reported to the Administrator for the level of play within 72 hours of the match being played. Either captain may submit an email to report the error, but must copy the other captain in the email. This will verify to the Administrator that the error is agreed on by both captains and the error will be corrected. Special attention should be given to clearly define the actual error and how to correct it.
6. If a match is stopped due to a retirement from a player injury or due to weather, a minimum of one set must have been played to record the scores and then all games played, to the point of retirement, will be recorded.

IV. Captains' Role in Move Ups/Move Downs

It is the captain's role to provide player Win/Loss information to the Club Leadership at the end of the season, according to each Club Policy. Mandatory Move Up/Move Down will be in accordance with Section XIV.H. of the EVSTL bylaws.

V. Other Considerations:

1. After all available players at a level have procured a match, then Captains should encourage players to play-up to the next level whenever appropriate. A player should not be required to have permission of his/her captain to play up-although the captains from both levels should communicate as to which players have the best probability of playing a fair and competitive match at the next level.

To find the contact information for captains and co-captains (cc) for each level by Club:

Go to Team Leagues → More → Captain Contact Lists → Select League and Division