



## LTA Padel Performance Programme NTC Usage

One of the advantages of being a member of LTA Padel performance programme is access to the National Tennis Centre's (NTC) facilities which are there to support performance players. The purpose of this document is to set out what facilities you are able to access, how to book, and what is expected of you individually when using the facilities at NTC.

### 1. Overview

The NTC has a range of facilities which performance players can access. Access to some of these is dependent upon your current performance status as determined by which Player Support Tier you have been selected for (for example, Elite, Pro Scholarship, Pro Potential, etc).

Facilities available include:

- Subsidised cost of NTC Accommodation;
- Free use of NTC padel courts (subject to availability);
- Use of NTC Colleague Gym;
- Discounted rates at NTC Deuce Café.

The use of these facilities is a significant benefit for players, and LTA staff work hard to ensure the environment is safe for all and meets the demands for its users. To ensure the safety, wellbeing, and efficient use of the NTC, players and staff are required to adhere to following good practice.

To make it easier for players and staff to make court and accommodation booking requests, a new dedicated email address has been set up for all GB players and staff: [ntc.performancepadel@lta.org.uk](mailto:ntc.performancepadel@lta.org.uk) (please note, only booking made through this email address will be accepted).

### 2. NTC Accommodation

The NTC has a range of single and twin rooms available. Players who are part of the LTA Padel performance programmes are able to book rooms to support their training at the NTC. To book accommodation, players will be required to use the following booking procedure:

- To request a room, send an email to the performance padel email address, including all the following all of the following information:
  - Your Name;
  - Date of birth;
  - Dates you would like to check in and check out;
  - Purpose of the booking (for example, GB Training session, or training with GB Squad Members)
  - State the days and times you will be training at NTC, and who you will be training with.
- Once your request has been received, the NTC Ops team will email you back let you know if a room available and to confirm your booking;
- Rates - Room rates are dependent upon which performance tier you have been selected for. Rates for 2023 are as follows:

|                                       |  |
|---------------------------------------|--|
| Elite                                 | Free of Charge                               |
| Pro Scholarship Programme (PSP)       |  |
| Pro Potential Programme (PPP)         |  |
| GB Men's & Women's Programme (GB MWP) | Single Occupancy - £30 per person, per night |
|                                       | Double Occupancy - £15 per person, per night |

*Please Note*

- *Rooms can only be used by players who are part of the GB Padel performance training programmes. The LTA Ops team have a list of these names from which they will cross reference when a booking request is made;*
- *Accommodation can only be booked at the NTC to support players training taking place at NTC\* (\*In certain circumstances, players who are training at both NTC 'and' another venue can book accommodation, however the majority of the players training for that booking period must be taking place at the NTC);*
- *Rooms can be booked for use during competition taking place in the UK, however all players will be required to pay the subsidised rate regardless of performance tier you are selected to;*
- *Rooms must be left in a clean and tidy state when leaving. All key cards returned to reception on departure;*
- *The accommodation is utilised by players and staff across the entire organisation. We ask everyone to respect all other users by keeping noise in rooms, corridors and other areas of the building to a minimum, in particular between the hours of 9:30 pm to 8am whilst people of sleeping / resting;*
- *The NTC and GB Padel performance programmes are Non-Smoking / vaping, no alcohol environments, and are therefore not permitted at any time;*
- *Names of all individuals staying at NTC **MUST** be given at the time of booking;*
- *Rooms can only be used by the players' which have been named at the time of the booking. Rooms cannot be reallocated to other individuals, or have additional individuals added at a later date;*
- *All outstanding costs **MUST** be paid prior to departure. Any room booked by a player will be liable for any outstanding monies owed and will not be permitted to book further accommodation until all arrears have been settled;*
- *If circumstance change and you no longer require your room or will be departing early, please inform by email or at reception as soon as this is known so that the room can be serviced and/or reallocated as soon as possible;*
- *Breach of any of the above points by GB players will be deemed a serious misconduct issue and may result in certain sanctions being applied such as use of courts and accommodation being suspended.*

### **3. Court Bookings**

- To book accommodation, players will be required to use the following booking procedure:
  - Your Name
  - Date and Time you require the court;
  - Names of all players involved in the booking;
  - Purpose of the booking (for example, training with other GB players, or coaching session with personal coach)
- The LTA Ops team will review your request and email you to confirm your booking, or offer an alternative time where possible.

*Please note:*

- *Court booking are subject to availability;*
- *Booking privilege is for LTA Padel performance players only. Bookings **MUST** be attended by the performance players under which the booking has been placed.*
- *Booking **will not** be accepted without all the above information;*
- *Should the names of the players attending change, you must update the LTA Ops team by email prior to the booking.*
- *Coaching within your booking is **ONLY** permitted with a recognised GB National Coach. No other coaching is permitted;*
- *Court booking cannot be used for any private coaching usage;*
- *During peak times, only one court will only be available for bookings for GB players (subject to availability). Peak times are recognised as*
  - *Monday to Friday – 7:30 to 9am, 12noon to 1:30pm, 5pm to 9pm*
  - *Saturday & Sunday – All day*
- *NO SHOW – if players do not show for bookings made without notifying the LTA ops team or cancel booking less than 48 hours prior to the booking taking place, or no sufficient reason being given – this may result in that player being prohibited from booking and / or using the courts for a period of time or completely if this is an ongoing issue.*
- *Breach of any of the above points by GB players will be deemed a serious misconduct issue and may result in certain sanctions being applied such as use of courts and accommodation being suspended.*

#### 4. Colleague Gym

- As a member of the LTA Performance programmes, players are able to access the LTA Colleague Gym, which is located on the ground floor of the accommodation area of the NTC.
  - Should players wish to use the colleague gym outside these hours, this is possible and at the discretion of LTA Ops staff. Please check with NTC reception.
- The gym is used by both players and staff, so we ask that all users follow good etiquette whilst using the facility:
  - Wipe down all equipment after being used;
  - Replace all free weights and gym equipment to the correct place after use;
  - During busy periods, please limit usage of equipment to allow all individuals the opportunity to access it;
  - Suitable clothing and foot ware must be worn at all times;

The safety and wellbeing of everyone who uses the NTC is the number one priority at all times, whilst ensuring that everyone is able to utilise the NTC to support their needs and be respectful to all users. The protocols above are to ensure that the LTA meets this responsibility at all times and hope that is this clearly understood. Whilst it is hoped that this will never been an issue, in the event that a player or staff member behaves in a way that could potential risks the safety and welfare of themselves or others, this maybe deemed a serious misconduct issue and certain sanctions maybe applied.

#### 5. Serious Misconduct

Where an individual acts or behaves in a way which risks the safety and welfare of themselves or others, it may be deemed a serious misconduct issue. Examples of this include:

- Any person found to be staying in NTC accommodation who have not been officially booked;
- Any non-payment prior to departure that is required;
- Booking courts one behalf of others who are / are not part of the LTA Padel Programmes;
- Non-attendance for room or court booking with no notification to LTA Ops staff;
- Inappropriate behaviour and conduct towards LTA staff, NTC facilities, and others.

In the event that an individual is deemed to have committed a serious misconduct offence, the following sanctions may be applied:

- Players requested to leave with immediate effect;
- Prohibited from access to some or all of the facilities at NTC;
- Removal from LTA Padel performance programmes, including the return of any LTA funding that may have been awarded.

In signing this document, you are acknowledging that you fully understand and agree to adhere to the rules and regulations for the use of facilities at the NTC as part of the LTA Padel performance programme.

**Signed:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_