

# Paddington Sports Club – Club Rules



All Paddington Sports Club members (“Members”), and guests visiting Paddington Sports Club must comply with these rules. These Rules are incorporated into a Member’s Contract with us, and compliance with these Rules is important both to maintain the standards at our Club and to enable Members to get full enjoyment from their Membership.

***Any person who does not comply with these Rules may be ejected from, or denied access to the Club, or may have their Membership terminated by Paddington Sports Club if the non-compliance is serious.***

Any additional club and operational rules (on display in various parts of the club) take precedence for the time they are in place to provide a safe environment for all.

We reserve the right to make reasonable amendments to these Rules, or our individual Club operational rules, at any time. If we do this, we will give Members reasonable advance notice by placing the new Rules on our website.

## **1. General**

1.1. It is the responsibility of the Club Management and Board of Directors to ensure Club Rules are updated as required, and are displayed on the Club website for the benefit of all members and visitors.

1.2. It is the responsibility of all members and visitors to ensure that they are aware of the Club Rules.

1.3. Anyone aware of any instances of breaches of Club Rules should report them to either the General Manager, duty staff or a member of the Board.

1.4. The Club is not responsible for any loss or damage to personal property or belongings of anyone using the Club premises, including vehicles in the car park.

1.5. The Club is not responsible for any personal injury incurred as a result of participating in any sporting activities on the Club premises.

1.6. All adult players (and/or parents or guardians of players under 16 years of age) are responsible for ensuring that best practice recommendations, in particularly those relevant to health, safety and well-being, of all relevant sporting bodies are adhered whilst participating in sports activities (e.g. use of protective eye wear).

1.7. Offensive or disruptive behaviour is prohibited anywhere within the club facilities or grounds.

1.8. Swearing or abusive language or behaviour is prohibited anywhere within the club facilities or grounds.

1.9. Suitable sports clothing and footwear must be worn at all times when participating in sports activities.

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1.10. No food or drink other than drinking water (or energy drinks) is allowed in any of the sport activity areas.

1.11. Guests are allowed entry to the Club but must be “signed in” at the Office.

1.12. In addition to 1.11 a guest fee is payable on each occasion a guest makes use of the squash, tennis, gym, or bowls facilities.

1.13. All courts may be booked using the Paddington Sports Club online booking system – Club Solutions.

1.14. Court cancellations may also be done via the Paddington Sports Club online booking system – Club Solutions.

1.15. In the event of any property damage on the Club grounds or to housing adjacent to the Club boundary, members and guests will be held financially accountable. Paddington Sports Club will not accept liability for any accidents, damage or loss incurred.

1.16. You may not bring pets (other than guide or assistance dogs) onto the Club premises.

1.17. Bikes must be stored in the designated bike shed and not left anywhere else on the Club premises. No riding of wheeled vehicles, (e.g. bikes, scooters, skateboards) is permitted within the club premises.

1.18. If you have high or low blood pressure, heart disease, cardiac irregularities, asthma and/or diabetes, or another serious health condition, or if you are pregnant you should consult your doctor prior to using our Club facilities.

## 2. Membership of the Club

2.1. Membership of the Club shall be open, on application, to anyone interested in tennis, squash, fitness, bowls, and social, regardless of sex, age, disability, ethnicity, race, nationality, sexual orientation, occupation, religion, political or other beliefs.

2.2. Individuals who wish to become members of the Club must apply using the Membership Application Form –

[https://paddington.clubsolution.co.uk/proc\\_bruger.asp?](https://paddington.clubsolution.co.uk/proc_bruger.asp?)

2.3. Membership entitles individuals to use the facilities available at Paddington Sports Club. We offer different types of Memberships at the Club across the four different sporting facilities:

- Tennis
- Squash
- Fitness
- Bowls

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2.4. Each category of Membership has different restrictions, conditions, and benefits, which are updated periodically. Details on the Club's membership offerings can be found on the PSC website, and specific questions should be directed to reception. Another category of Membership may be of interest to you if your requirements or circumstances change.

2.5. You can find the current subscription fees and other charges for the memberships posted on the Club website.

2.6. The Club may change the fees, or add new fees, upon prior notice to you either by e-mail or publishing the changes on the sites pages where the service is located.

2.7. You acknowledge and agree that you shall be responsible for reviewing the service's schedule of fees from time to time for changes, and you further agree that changes shall be effective when posted on the site's pages.

2.8. For any subscription you purchase, you authorise subscription fees to be billed automatically to the means of the payment you designated (for example, the PayPal account or credit card you designate via the site or the credit card you designate for a third party app store). You agree to provide a valid means of payment as well as accurate, completed, and updated information.

2.9. The Club's membership subscriptions require you to pay the associated subscription fees in advance.

2.10. ALL SUBSCRIPTION SALES ARE FINAL. THE CLUB DOES NOT GIVE FULL OR PARTIAL REFUNDS FOR SUBSCRIPTIONS THAT YOU HAVE PURCHASED REGARDLESS OF THE BASIS FOR THE REFUND REQUEST.

2.11. The ONLY exceptions to 2.10 is if you are ill and have a letter from your doctor, or you are moving out of the UK. In this case you MUST provide us with an appropriate document in the form of a utility bill or bank statement.

2.12. Members can ONLY freeze their membership in the event of an illness, injury, or medical condition, which in the written opinion of a doctor or other suitably qualified medical practitioner prohibits exercise for a period of time. ANY freeze of membership will not be processed by the Club until the appropriate evidence is provided and received (in writing or via email at [admin@psclondon.com](mailto:admin@psclondon.com)).

2.13. Once your freeze has been processed you will not have access to the facilities until the freeze period has come to an end.

2.14. The Club does not freeze memberships due to holidays or travel arrangements.

### 3. Membership FOB

3.1. A Membership FOB will be issued to each Member when they join a Club.

3.2. There is a fee of £10.00 for replacement of lost, stolen, or damaged FOBS.

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3.3. Each Member must have his/her FOB swiped for security and verification on each visit to a Club before proceeding into the Club. Any Member attending the Club without a valid Membership FOB may be asked for proof of identification.

3.4. A Member must not lend his Membership FOB to anyone else as membership is personal and covers only the Member's use of a Club.

3.5. On termination of membership, for any reason, the Member is required to surrender the Membership FOB to Paddington Sports Club.

## 4. Guests & Visitors

4.1. Members (over the age of 18) may bring guests to the Club provided: (a) we receive payment of the guest fee (dependant on the section the guest is visiting for).

4.2. Members must accompany their guest at all times, and the Member who brings the guest remains responsible for their guest's conduct whilst they are in a Club. The Member may not leave that Club prior to their guest's departure.

4.3. A Member who has "frozen" his/her Membership will not be allowed access to the Club (including as a guest).

4.4. Members must ensure their guests pay the appropriate guest fee before accompanying them to the Club.

4.5. Members must ensure that their guests comply with these Rules.

## 5. Behaviour & Dress

5.1. You should conduct yourself in a quiet and well-mannered fashion when in or about a Club, and in a manner that will not disturb or impair the use and enjoyment of that Club by any other person. In particular you may not use foul, loud, or abusive language, nor will you behave in a threatening manner, nor will you molest, or harass, other Members, guests, visitors, or members of staff. You may not bring, use, or be under the influence of illegal drugs in any part of a Club. You may not bring any intoxicating liquor into a Club or be drunk in the Club.

5.2. We may terminate your Membership (if applicable) and may refuse you entry into a Club, or eject you from a Club, if you commit a serious or repeated breach of these Rules, or if you engage in any other serious misconduct.

5.3. Members of a Club, their guests, visitors, and members of staff should at all times display mutual respect for each other.

5.4. Complaints should be communicated privately to a member of the relevant Club's management, or in writing through to the Club's General Manger.

5.5. You must be dressed in suitable attire at all times when on Club premises, and appropriate exercise clothing is required whilst exercising in a Club. Guidance as to suitable attire may be obtained from the Club General Manager who may, at his/her discretion, require you to leave a Club premises or part of a Club premises, if your attire is not considered suitable.

5.6. Only one individual is permitted in a shower cubicle at any one time (with the exception of a parent or guardian who may take his/her own child aged up to 8 years into a shower cubicle with him/her).

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## 6. Health & Safety

- 6.1. You must use the main entrance to the Club when entering or leaving the Club.
- 6.2. Fire exits, which are clearly marked, are there in the interests of safety and you must not interfere with fire doors for any reason.
- 6.3. You must read the health & safety notices posted outside any equipment or facility rooms in the Club and comply with their recommendations.
- 6.4. You must comply with any reasonable requests made by the members of staff in relation to matters of health and safety.
- 6.5 Your health is your responsibility. The management and staff at Paddington Sports Club are dedicated to helping you take every opportunity to enjoy the facilities that we offer.
- 6.6 We will respect your personal decisions about what exercise you carry out. However, we ask you not to exercise beyond what you consider to be your own abilities.
- 6.7 You should let us know immediately if you feel ill when using our equipment or facilities. Our staff members are not qualified doctors, but there will be a person available who has had first-aid training.

## 7. Gymnasium.

- 7.1. You must complete a Health Questionnaire as requested by us before using any fitness facilities.
- 7.2. You should seek instruction before using unfamiliar equipment.
- 7.3. Appropriate clean exercise clothing and shoes must be worn whilst exercising.
- 7.4. Gymnasium equipment must not be used for longer than 15 minutes during busy periods.
- 7.5. You are asked to wipe down gymnasium equipment after use.
- 7.6. You may not use the gymnasium while under the influence of alcohol, anticoagulants, antihistamines, beta-blockers, narcotics, tranquilizers or any medication or other substance which may affect your ability to exercise safely.
- 7.7. All personnel intending to use the gymnasium facilities must declare any medical conditions that may restrict or prohibit use of the gymnasium equipment, and adhere to any restrictions.
- 7.8. In the interests of hygiene and courtesy to other users, all personnel shall ensure equipment and surfaces are thoroughly cleaned after use with disposable paper tissues and disinfectant provided.
- 7.9. All gymnasium equipment such as free weights, dumbbells, etc. must be returned to the correct storage locations and personnel using the gymnasium areas are required to ensure they are kept safe and tidy at all times.
- 7.10. Junior members under 18 years are not permitted to use the gym.

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## 8. Squash.

8.1. Only non-marking sports shoes may be used on court. Players should ensure that their footwear is free of grit, and not been used outdoors.

8.2. The Courts must not be used for any purpose other than squash or racquetball unless authorised by the Management Committee.

8.3. In the interests of safety, play will be in accordance with the rules of the game as laid down by the International Squash Rackets Federation.

## 9. Tennis.

9.1. All players must remain respectful of housing adjacent to the Club boundary.

9.2. Noise must be minimised by refraining from shouting.

9.3. All players must use the equipment supplied to net and brush the lines after every session played on the clay courts. If there is doubt over the playability of the clay members must ask the manager, committee member or groundsman (whoever is available) prior to play. Members who play on the clay do so at their own risk.

9.4. All players must wear tennis shoes without heels or flat-soled sports shoes without ribs, and must remove these before entering the Clubhouse following play.

9.5. Cancellation of a booking must be made at the earliest opportunity prior to the time of the booked session.

9.6. A booking must always reflect the correct identities of the Members actually playing on court. For doubles, the two Members named on the booking must be present throughout.

9.7. Members may only use their own fob/membership details to book a tennis court. Members must not use their membership/booking rights to allow access to the tennis facilities to friends and/or family (under any circumstances).

9.8. If circumstances arise where a Member cannot play in the slot that has been booked and another Member wants to take the place, the booking must be amended accordingly beforehand. The Member who is no longer able to play should contact the office and explain the reasons why they cannot play.

9.9. Members are strictly prohibited from using the name of a Member to book a court with the intention and purpose of reserving that court to play with another Member.

9.10. Members should promptly cancel a booking if they are no-longer able to play so that the court can be available to other members.

9.11. Members shall only be on court during the time of their actual booking, and shall finish their game promptly and not prohibit Members booked for the subsequent hour to gain access to the court.

9.12. For Adult Drop-in and group coaching sessions, Members are required to register and pay for the session online beforehand.

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9.13. Members who are participating in adult drop-in sessions, team training, or team matches during peak hours may not book a court for the hour preceding the session, or until after the session has concluded.

9.14. During Peak Times members that have booked a private coaching session (whether individually or as part of a group), may not book a court for the hour preceding the session, or until after the session has concluded.

9.15. Any other use of the tennis facilities which are not stated in these rules shall be at the discretion of the management team, exercising reasonable judgment that it does not breach the spirit of these rules, or generally prejudice to other members.

9.16. Members are required to directly contact the Club's office to obtain express approval for such use on a case-by-case basis - and the office has absolute discretion to refuse any request. This would include circumstances where one member wishes to book a court for their sole use to practice their serve, or use a ball machine.

9.17. Access to the tennis facilities for non-members/visitors shall be at the discretion of the tennis committee and may be amended from time-to-time. The tennis committee reserves the right to prohibit visitor bookings indefinitely, if it is deemed in the interests of the Club and the current tennis members to do so. Any change in access to be communicated by the tennis committee to the tennis membership.

9.18. No visitor bookings shall be permitted at Peak Times.

9.19. Members may have a maximum of 4 visitor bookings per membership year.

9.20. Members are strictly forbidden from sharing their job or personal /membership details with non-members in any way that would allow access to non-members to use the tennis facilities.

9.21. All visitors must be registered with the Club (in accordance with PSC's by-laws) and all booking fees must be paid in advance before a Member plays with a non-member.

9.22. Members should pay for the guest by contacting the office. A charge of £15.00 per booking will be applied to the Member's online account.

9.23. Members must not use the name of any other member to book or reserve a court if they intend to play with a Visitor (under any circumstances).

### 10. Bowls

10.1 Members/players should not run on the green (outdoors or indoors) at any time

10.2 Flat soled shoes i.e.. Shoes without heels must be worn at all times on the green (outdoors or indoors) during a roll-up or a match and members/players should ensure that their shoes are free of grit.

10.3 No glass drinking receptacles must be taken onto the green (outdoors or indoors). There are sufficient spaces adjacent to the greens to leave refreshments which can be accessed during a roll-up or match.

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10.4 No children under the age of 13 are permitted on the green (outdoors or indoors) unless supervised by an appropriate adult i.e. a parent/ adult carer or adult bowls member

10.5 The Green (outdoors or indoors) may not be used for any purpose other than playing bowls unless authorised by the Board.

## 11. Car Parking

11.1. Our car park may only be used by Members while they are on Club premises. You may not leave your car in our car parks at any other time (for example, you may not leave it there following a Club visit while you go shopping elsewhere).

11.2. No unauthorised parking is permitted on Club premises. Where car parking spaces are designated for use by Members, cars must be parked properly in such spaces.

11.3. You must be a Blue Badge holder to park in the accessible bays in our car parks.

11.4. The users of our car park do so at their own risk. Paddington Sports Club will not accept liability for any accidents, damage or loss incurred.

## 12. Lockers

12.1. Lockers are made available subject to availability.

12.2. Paddington Sports Club does not undertake that use of a locker will guarantee that no theft of or damage to your property will occur. We will not accept any liability in relation to locker thefts.

12.3. Lockers may only be used for the purposes of keeping gym kit, toiletries, and the clothing that you were wearing when you came to a Club. The keeping of any other items in a Club's lockers is prohibited. If Paddington Sports Club has reasonable grounds to suspect that a locker is being used in breach of this Rule, the Club reserves the right to open the locker in question (by force if necessary) and remove any offending items.

## 13. Photography and Video

13.1. You cannot take photographs or video recordings in the restricted areas listed below:

- (a) Changing rooms
- (b) Sauna
- (c) Toilets
- (d) Junior indoor area

13.2. You must not take photos or video of any children under 18 other than your own.

13.3. You must respect the rights of other adult members when taking photos or video in other areas of the club by not intentionally taking photos or videos of others. You will be requested to delete them if challenged.



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13.4. If we believe that you may have taken a photo or video footage in a restricted area or have concerns with you taking photo or video footage elsewhere in the club, we may ask you to show us the images taken and ask you to delete them if appropriate.

### **14. Changing rooms and shower area**

14.1. No personal belongings (including sports equipment) are to be left in the changing areas overnight.

14.2. Personnel must dry off in the shower area to avoid getting the floor of the changing area wet.

### **15. Sauna**

15.1. Personnel using the sauna must be over 18 years of age.

15.2. Personnel must shower prior to entering the sauna.

15.3. A towel must be used for sitting/lying on the benches inside the sauna.

15.4. In the interests of hygiene, shaving is not permitted in the Sauna.

15.5. You may not use the sauna while under the influence of alcohol, anticoagulants, antihistamines, beta-blockers, narcotics, or tranquillisers. If you have high or low blood pressure, heart disease, cardiac irregularities, asthma and/or diabetes, or if you are pregnant you should consult your doctor prior to using our Club facilities.

### **16. Privacy**

16.1 For Paddington Sports Club's use of personal information, including data, please refer to the GDPR Policy on the Club's website