

AR SANCTIONED TOURNAMENTS



Tournament Director Workshop




**GET
COURT
UP**

AGENDA

- Surface Seasons
- Nomination Criteria
- Local Officials
- Sanctioning Dates
- 2019 Tournament Allocations
- Tournament Management
- Pre-tournament Planning
- Tips for success
- Tournament Planner
- Stripe Network
- ITF Transition Tour
- Prizemoney targets
- Common Issues
- Refunds
- Complaints and Conflict
- Safeguarding Children



SURFACE SEASONS

- Grasscourt swing September/October
 - Claycourt swing March to May
 - National Grasscourt Champs & Bruce Cup with lead-in Gold in WA 2019
 - Teams Champs move from Showdown to July, 11/u, 13/u
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NOMINATION CRITERIA

- ✓ Read disclaimer re sanction requirements
- ✓ Match Plans » draw sizes & score formats
- ✓ Working with Children Check & Number
- ✓ National Police Check
- ✓ Local officials
- ✓ Canteen, menu
- ✓ Images-Clubhouse interior & grounds
- Courts by surface
- ✓ Budget and entry fee
- ✓ Additional events, e.g. mixed & 10's
- ✓ Club must be financial

Main Draw (Boys 12s)	32							consolation consolation to be played on the same day
Round 1		16						
Round 2		8		8				
QF		4			4			
SF		2				2		
Final		1						Includes playoff for 3rd and 4th
3-4 Play off		1						
5-8 Play off		4						
Main Draw Consolation	24	23						Round of SF (2 matches) and QF1 (4 matches) of Main Draw consolation to be played on the same day.
Qualifying (Girls 12s)								
Round 1								
Round 2								
Qualifying Consolation								Round of SF (2 matches) and Final (1 match) of Qualifying consolation to be played on the same day.
Main Draw (Girls 12s)	36							
Round 1		4	4					
Round 2		24	16	8				
QF		4			4			
SF		2				2		
Final		1						Includes playoff for 3rd and 4th
3-4 Play off		1						
5-8 Play off		4						
Main Draw Consolation	28	27						Round of SF (2 matches) and QF1 (4 matches) of Main Draw consolation to be played on the same day.
Doubles (Boys 12s)	16	15						
Doubles (Girls 12s)	13	12						SF (2 matches) and Final (1 match) of main draw doubles to be played on the same day.
Sub-totals (12s events)		194	41	70	40	24	19	
Qualifying (Boys 14s)	28							
Round 1								
Round 2		16	12					
Round 3		8	8					
Qualifying Consolation	20	19		12	4	2		Round of SF (2 matches) and Final (1 match) of Qualifying consolation to be played on the same day.

LOCAL OFFICIALS

- Tournaments responsible for safe & fair environment
- AR Regs require 1 court supervisor for 4 courts, plus ref
- 2017 clubs requested to train and deliver local members as officials
- 2018 clubs to nominate members for training and accreditation as local volunteers and year round employment
- Club EOI to host training course
- If officiating requirements were/are not met, tournaments may be downgraded or draw sizes reduced



2019 AR Tournament Sanctioning Dates



- Member Association 3 phase Calendar Block Planning and Review– 1 June to 13 July
- Tennis Australia Review – 25 July
- Online Tournament Applications for clubs/centres – 27 July to 12 August
- TD's Complete Match Plan – 20 August
- Tennis Australia & MA Review of Applications – 24 August
- Tournament Confirmation Letters sent out to successful tournament applications (as well as rejection letters) - 31 August
- Creation of Tournament Keys and TP login details to be distributed to Tournament Directors - 12 September
- Final deadline for all 2019 TP files to be created, modified and published with STRIPE account details – 8 October

Public Release of 2019 AR Calendar – 7 September 2018

2019 Calendar Allocations

2019 AMT ALLOCATION	PLATINUM	GOLD	SILVER	BRONZE	2019 AMT ALLOCATION
ACT	1	1	2	3	7
NSW	5	5	14	21	45
NT	0	1	1	4	6
QLD	3	3	10	17	33
SA	2	4	5	5	16
TAS	0	2	2	3	7
VIC	7	5	15	21	48
WA	2	2	6	9	19
TOTAL	20	23	47	72	180

2019 JT ALLOCATION	PLATINUM	GOLD	SILVER	BRONZE	2019 JT ALLOCATION
ACT	1	1	1	3	6
NSW	0	10	17	20	47
NT	0	2	1	7	10
QLD	0	7	11	17	35
SA	0	6	6	13	25
TAS	0	1	3	6	10
VIC	1	13	24	27	65
WA	0	5	10	7	22
TOTAL	2	44	70	99	220

Tournament Management

- Tournament Director
- Tournament Committee
- Rules of Australian Ranking Tournaments, Code of Behaviour, Member Protection Policy, Extreme Weather Policy
- Staff and Volunteers
- Budget
- Venue management – signage, scoreboards, singles sticks, squeegees, TD office, PA system
- Officials pre-brief
- Café
- Prizes/Prizemoney
- Ensuring you stick to your match plans. Draw sizes can only be changed before your entries open online.



Pre Tournament Planning

- Fact Sheet
- Free software and licence current
- Timeline for Draw releases, wildcards etc
- Communication Plan
- Operations Staff – Court services, transport
- Player Services - Stringer and Physio
- Format education



Tips for Success

❖ i. Marketing and Sponsorship

❖ ii. Local Court Supervisors

❖ iii. Trophy and Ball supplier

❖ iv. Events

❖ v. Share Best Practice



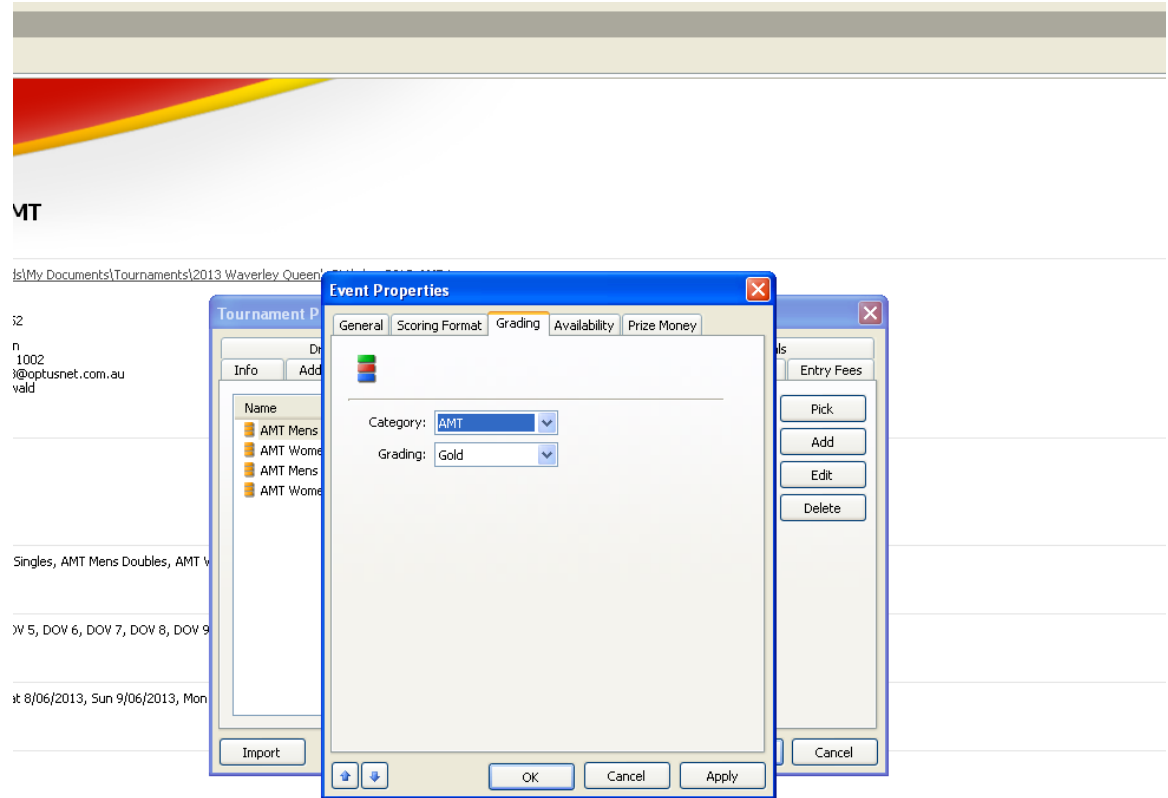
Tournament Planner Version 2018.4

Some changes in the new version are as follows:

- Using the menu messages you can mail all players, using email templates and variables.
- On the schedule screen you can easily see times where you have both NO courts and NO player availability (green/red).
- The schedule settings have been moved from the program options to **Tournament properties**, so you can have different settings per tournament.
- On the schedule settings you can set an average match duration which will be used when scheduling closely around players availability.
- On the screen **Not Warned** you can select multiple players and email them at once. Also a filter and player search has been added.
- The order of play screen has a new information panel on the right.
- The menu function schedule validation checks for playing on multiple locations as well.
- Add updated conditions re conduct, betting activity, spectator behavior, membership, promotions, use of image, filming, photography, medical treatment/records and privacy to regulations tab, then publish

Grading's for ease of rankings

To allow accurate ranking points allocation, please update event properties



Prizemoney

- It is a TA requirement that all AMTs input Prizemoney on TP files

The screenshot displays the 'Tennis Tournament Planner - 2015 Victorian Claycourt Championships' interface. The 'Event Properties' dialog box is open, showing the 'Prize Money' tab. The dialog contains a table with the following data:

Position	Amount
1/8	\$2,400.00
2/8	\$1,200.00
3/8	\$600.00
4/8	\$600.00
5/8	\$300.00
6/8	\$300.00
7/8	\$300.00

Below the table, there are 'Add', 'Edit', and 'Delete' buttons. The background window shows '12 Courts' and two red circles with '100%' inside, indicating completion status.

Prizemoney Cont.

Tennis Tournament Planner - 2016 Victorian Clay Court Championships

Tournament Player Draw Report Internet Messages Extra Help

Prize Money

Name	Singles	Doubles
Addison, Aaron	600.00	
Ah San, Noelleda		
Akay, Cihan		
Alexander, Chris		
Anderson, Macgregor		
Bailey, Alexandra		
Bailey, Madeleine		
Barbuto, Lawrence		
Baric, Sven		
Barrow, Matthew		
Beretta, Zachary		
Beslagic, Binasa		
Bilic, Feda		
Boland, Caleb		
Boots, Joshua		
Bosancic, Matthew		
Bosancic, Thomas	300.00	
Brackenreg, Cody	300.00	
Brzozowska, Jessica		
Bulmaga, Marcus		
Bulte, Alex		
Cameron, Rj		
Capannolo, Ellie		
Child, Corey		
Chwastek, Filip		
Ciszewski, Tom		
Clews, Imogen		
Comings, Michael		
Consalvo, Nathanael		
Dawes, Glen		500.00

Prize Money Properties

General

Addison, Aaron AUS
AMT Mens Singles

Auto Result

Event	Position	Amount
AMT Mens Singles	3/4	600.00

Total: **600.00**


Paid:

Preview Print OK Cancel

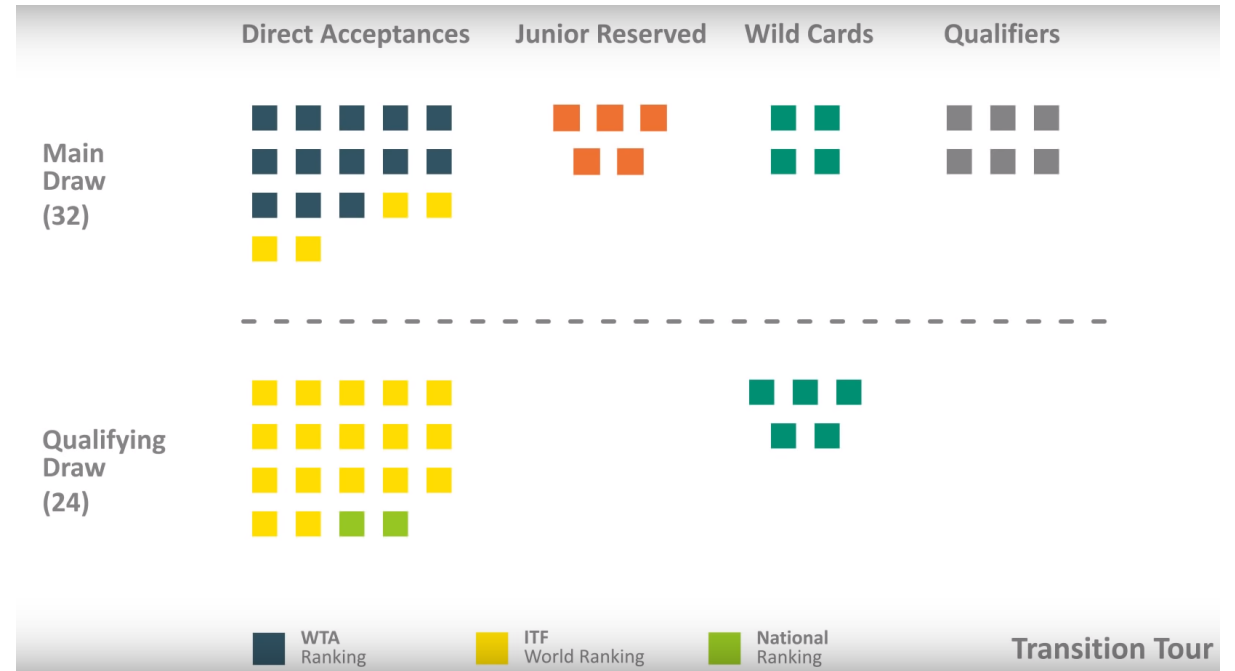
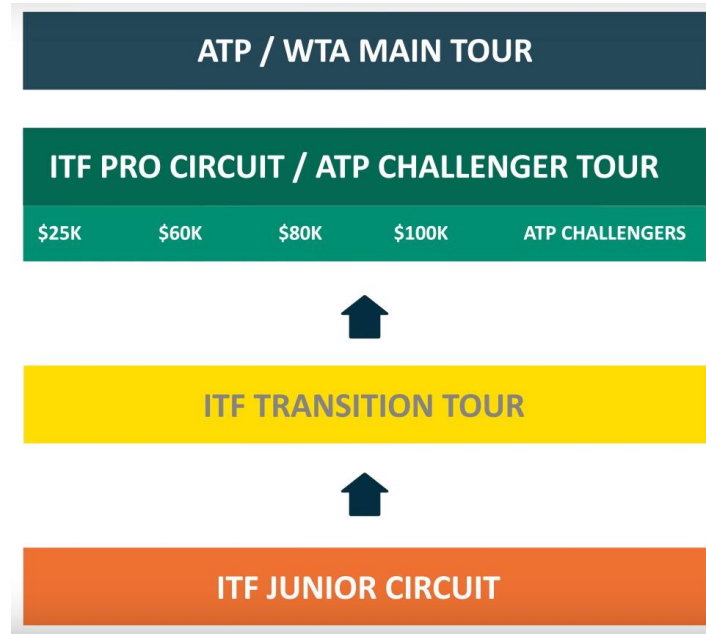
Tennis Victoria

11:43 AM 12/04/2016

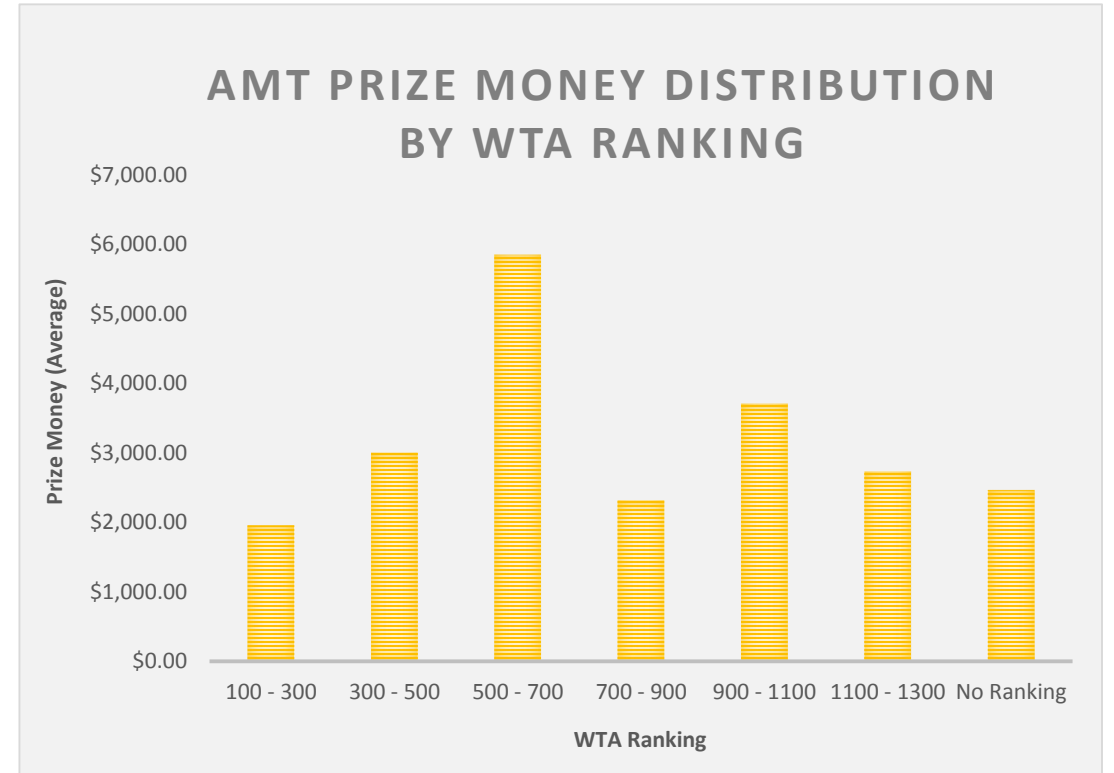
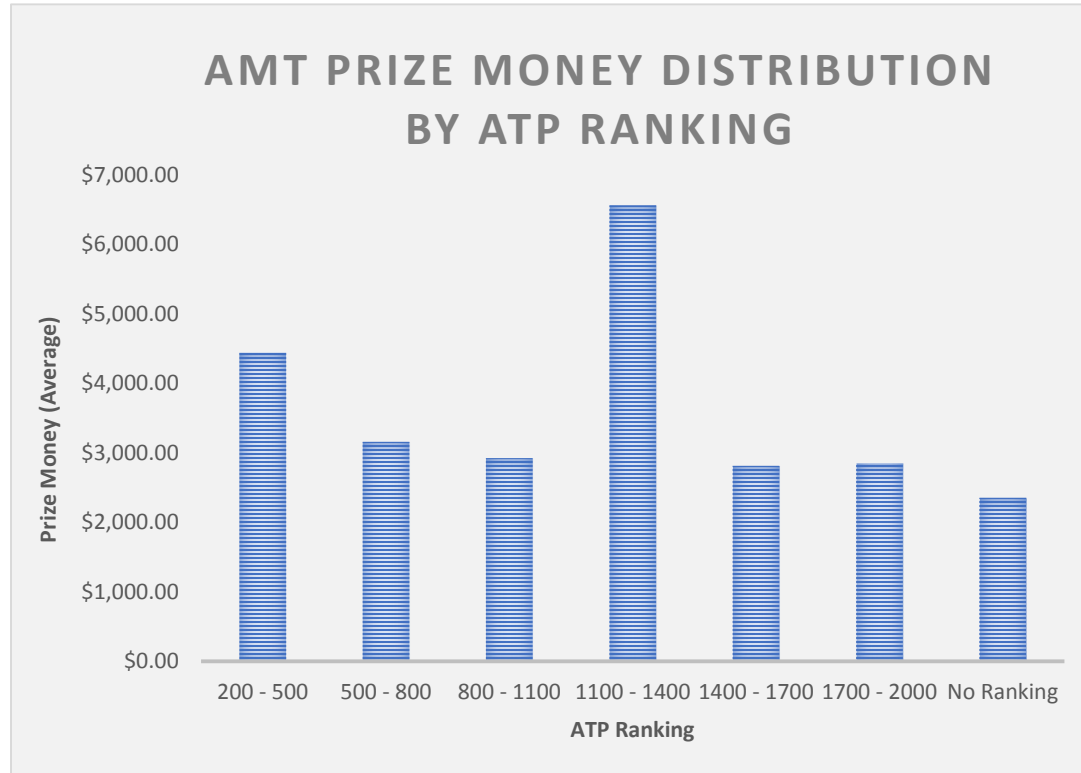
Stripe Payment Gateway

- New Providers need Stripe accounts for online payment receipt
 - 3% Processing Fee
 - Link tournament file to Stripe payment gateway
 - Refunds are easy
 - Feedback
- 

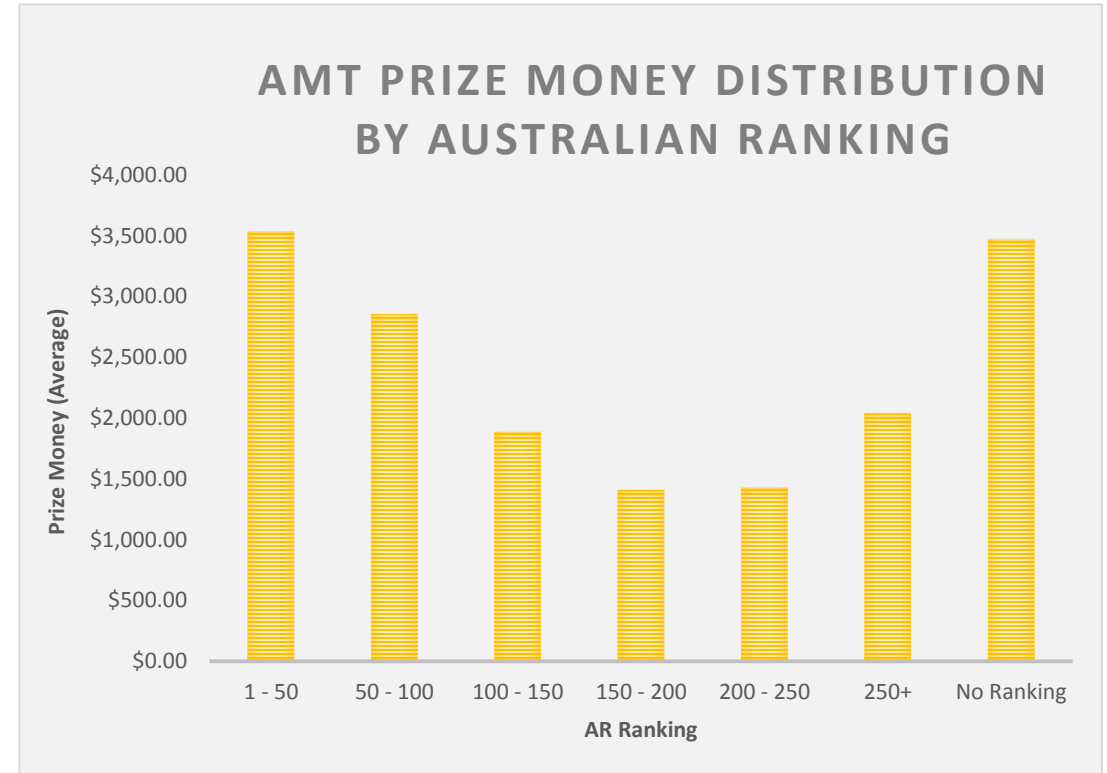
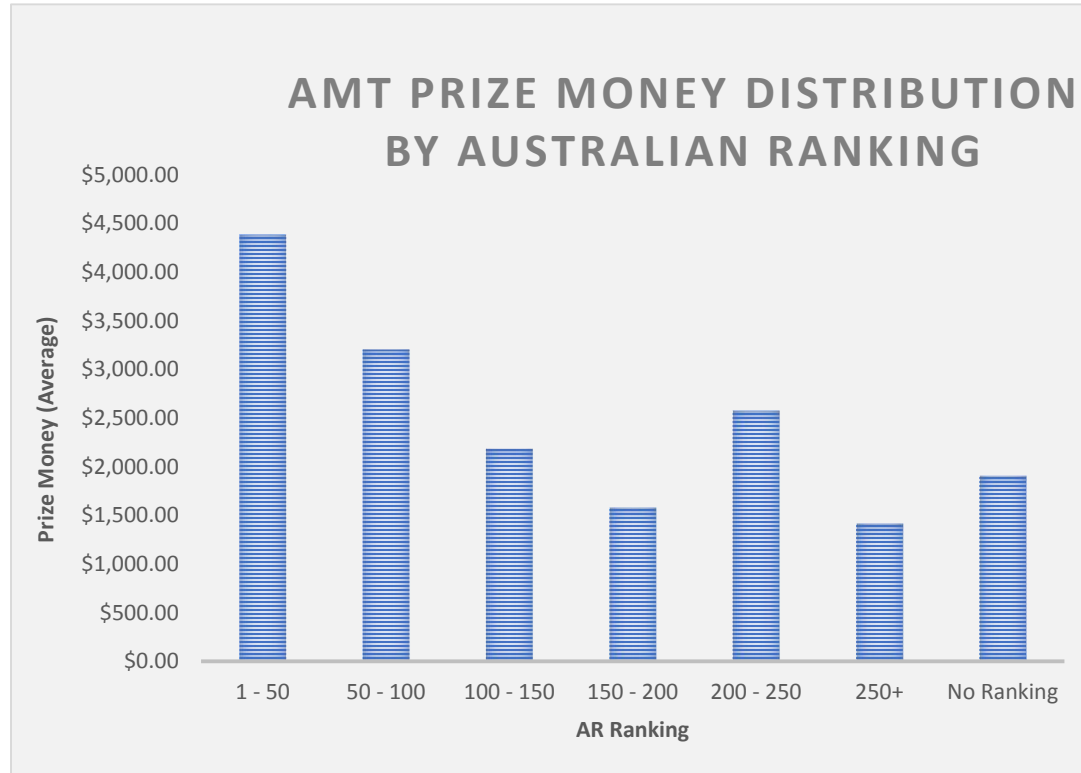
ITF TRANSITION & PRO TOUR 2019



AMT PRIZEMONEY DISTRIBUTION BY ATP/WTA RANKING



AMT PRIZEMONEY DISTRIBUTION BY AR RANKING




Common topics:

- Withdrawal Rule Change
- Late Entries
- Players entering overlapping tournaments
- Parental Interference
- Lack of doubles entries – especially females.
- Factsheets
- Withdrawal/Failure to complete/No Show
- Collaborate, communicate with & recognize officials



Refunds

- AMT and JT Entry refunds will be processed by tournaments based on the following sliding scale:
 - a) Before the 7-day withdrawal deadline will be issued a full refund of their entry fee.
 - b) After the 7-day withdrawal deadline, but before the release of the draw will be issued a refund of 50% of their entry fee.
 - c) After the release of the draw will not be entitled to any refund of their entry fees
 - All withdrawals must be submitted by the athlete in writing. Tournaments need not issue a refund if the withdrawal procedure is not followed.
 - Easily done in STRIPE
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Complaints and Conflict

- Parental coaching
- Line calls
- Officials abuse
- Scheduling
- No Shows
- Withdrawals (especially in doubles and consolation)
- Parents checking other player tournament commitments



How to deal with conflict at the tournament desk

- Move to a more private area
- Take the complaint seriously
- Reserve judgement
- Get back to the complainant
- Don't gossip afterwards
- Involve the referee where appropriate
- Make notes/incident report



Safeguarding Children

- ❖ Child abuse is an act which harms a child physically or emotionally
- ❖ Forms include -
 - family violence
 - grooming and sexual
 - neglect and exclusion
 - emotional and verbal
 - physical and bullying
- ❖ Duty of care, reporting requirement, policies and standards
- ❖ <https://www.tennis.com.au/play/for-parents/safeguarding-children>
- ❖ Professional Boundaries



Customer Support Team

Customer Support Team 1800 PLAY TENNIS or play@tennis.com.au

- Creation and look up of MyTennis ID Numbers
- Online payment issues
- Basic Tournament Enquiries

Online Guide

<https://www.tennis.com.au/wa/tournaments>





Rates of Pay

Duties	Daily rate	Overtime (per hr >10 hrs)	Meal allowance (if being accommodated)	Meal allowance (Travelling from home daily)
AMT & JT Gold or Platinum Events/ITF Seniors (Referee Only)				
Referee	\$190	\$18	\$55	\$15
Referee (1/2 day)	\$132	n/a	\$55	n/a
Chair Umpire (Level A or above)	\$100	\$13	\$55	\$15
Chair Umpire (Level B or C)	\$83	\$13	\$55	\$15
Australian Ranking Tournaments				
Referee	\$154	\$18	\$55	\$15
Referee (1/2 day)	\$103	n/a	\$55	n/a
Venue Court Supervisor/Assist. Ref	\$108	\$15	\$55	\$15
Venue Court Supervisor/Assist. Ref (1/2 day)	\$80	n/a	\$55	n/a
Court Supervisor	\$100	\$13	\$55	\$15
Court Supervisor (1/2 day)	\$73	n/a	\$55	n/a
Chair Umpire	\$83	\$13	\$55	\$15
Line Umpire	\$67	\$11	\$55	\$15