



**YEAR 7&8 AND YEAR 9&10
COMPETITION
2024**

**A CAPTAIN'S
GUIDE FOR TEACHERS**

School / Team Name:

YEARS 7&8 AND 9&10 COMPETITION DATES

DIVISION 1 KNOCKOUT STAGE

Round 1: Thursday 12 September 2024

Round 2: Thursday 26 September 2024

DIVISION 1 REGIONAL FINALS

The winners of the Division 1 Knockout Stage will qualify for the Regional Finals. Winners of these Finals go through to the Division 1 National Finals.

Specific dates and venues to be confirmed in June 2024, however, they are currently scheduled to be on Thursday 14 November 2024 (Girls) & Friday 15 November 2024 (Boys).

DIVISION 1 NATIONAL FINALS

**30 November - 1 December 2024,
Bolton Arena**

If you have any questions, please email:
schoolscompetition@LTA.org.uk

DIVISION 2

There will be no Regional Finals for Division 2 this year. The Division 2 competition will finish at the League stage and prizes and certificates will be given to the winners.

WELCOME

TEAM CAPTAINS!

Welcome to the LTA Youth Schools Year 7&8 and Year 9&10 Competition 2024. Thank you for entering the competition. By this time you should have now received your draw and fixtures and you can look forward to a successful summer term of tennis.

It is important you take this guide with you to each match as it contains the rules and the important match scorecard you will need to complete on the day. By having this guide with you it should reduce a large number of queries you may have. However, if you do have any questions regarding the league stage of this competition, please contact your Competition League Organiser.

Good luck and we hope you enjoy competing in the Year 7&8 and Year 9&10 Competition 2024.

Best wishes,

Rebecca Brook
LTA Competition Coordinator
schoolscompetition@LTA.org.uk

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The purpose of this guide is to support team captains before, during and after match day. Please find the following contents within this guide:

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KEY RULE REMINDERS:

- 1. WTN Cap at Division 2:**
Please ensure you read and follow Rule 1.5 before the season and follow this rule for each fixture.
- 2. Doubles Playing Order Rule:**
Please ensure you read and follow Rule 3.6 regarding doubles nominations and the possible inclusion of a fifth player.
- 3. Disability Tennis**
Check out our section on how you can include players with a disability in your team and get everyone playing on court!



PRE MATCH TIPS

HOME TEAMS

As soon as the fixtures are published, confirm the match date, time and venue with your opposing captain(s). If you have any problems contacting your opponent, please contact your league organiser.

Ensure sufficient courts are booked as soon as the time and date of the match is confirmed with your opposition.

2-3 days prior to the match, send a reminder email or text message to your opposing team captain to remind them of agreed meeting time and confirm the match arrangements.

Ensure you have court equipment available such as match balls and a net winder.

AWAY TEAMS

As soon as the fixtures are published, confirm the match date, time and venue with your opposing captain(s). If you have any problems contacting your opponent, please contact your league organiser.

Investigate travel distances/times at this stage and plan accordingly.

YOUR MATCH ARRANGEMENTS

As soon as the league fixtures are sent out please begin arranging your matches. Use this helpful box below to keep a record of your match arrangements once they are confirmed:

FIXTURES	OPPOSITION	DATE	VENUE	TIME	CONFIRMED?
Fixture #1					
Fixture #2					
Fixture #3					
Fixture #4					
Fixture #5					

MATCH DAY TIPS

HOME TEAMS

Before Departure

Ensure you have your captain's guide with you at the match. This guide contains the important match scorecards that need to be completed as well as the competition rules.

On Arrival

We suggest arriving 30 minutes before the agreed start time to gather any equipment required such as match balls and to let your team warm up.

- Welcome your opposing team captain to your school, showing them where match courts, changing rooms etc can be found.
- 15 minutes before match time - complete the player nominations with your opposing captain.

During/After Match

Stay close to the courts throughout the match, keeping an eye on the matches taking place. Speak to your opposing captain on site should any issues arise.



AWAY TEAMS

Before Departure

Ensure you have your captain's guide with you when traveling to the match. This guide contains the important match scorecards that need to be completed as well as the competition rules.

On Arrival

We suggest arriving 30 minutes before the agreed start time.

- Locate the match courts and opposing team captain.
- 15 minutes before match time - complete the player nominations with your opposing captain. If possible to players may be able to warm-up/ practice before the match begins.

During/After Match

Stay close to the courts throughout the match, keeping an eye on the matches taking place.

Speak to your opposing captain on site should any issues arise.

Ensure your match scorecard (page 12), is fully complete and signed by both captains before you depart.



Why not share your team experience on social media, we would love to hear from you, don't forget to include **@LTACompetitions** **#Schooltennis**

LTA YOUTH SCHOOLS Year 7&8 and Year 9&10 Competition Rules 2024

1. Eligibility

School Eligibility

- 1.1 Entry to the LTA Youth Schools Year 7&8 & Year 9&10 ("the Competition") is open only to LTA Registered Schools in England, Scotland, Wales, Channel Islands and Isle of Man.

Team Eligibility

- 1.2 Events:
Year 7&8 Boys, Year 7&8 Girls, Year 9&10 Boys and Year 9&10 Girls.
A school may enter more than one team in an event.
- 1.3 Where a school has two or more teams in an event, the 'A' team should be the strongest team based on the players World Tennis Number, and if applicable, the 'B' team should be stronger than the 'C' team etc.
- 1.4 Where a school has two or more teams in an event, a player may 'play up' on a maximum of one occasion without loss of eligibility in their lower team. Once a player has represented a higher team on more than one occasion, from that point onwards, they are no longer eligible to represent the lower team.
- 1.5 A World Tennis Number (WTN) cap applies in the Division 2 event only as outlined below:

Year 7&8 Division 2 – In each fixture a team may use only one player with a higher singles WTN than 25.0 as of 1 March 2024.

Year 9&10 Division 2 In each fixture a team may use only one player with a higher singles WTN than 25.0 as of 1 March 2024.

Player Eligibility

- 1.6 A player must be a registered member of the school on 18 March 2024. With the exception; where players move schools between local league and the knockout stages, they may continue to represent their original school. If they wish to represent their new school, they may only do so if they have not represented any other school in the previous term in either age group or division. A Year 6 pupil from the summer term 2024 is eligible to compete from September 2024 (as a Year 7 pupil) in the knockout stage, regional finals and national finals.
- 1.7 Year 7&8 Boys & Year 7&8 Girls - A player must be in Years 7-8 or born between 1 September 2010 and 31 August 2012.
Year 9&10 Boys & Year 9&10 Girls - A player must be in Years 7-10 or born between 1 September 2008 and 31 August 2012.
- 1.8 A player may only represent one school in the competition.
- 1.9 A player may compete in both events in the competition if eligible as per the rules above. However, if the school progresses through to the Regional and/or National Finals the player may only represent the school in one event from this point onwards.

2. Competition Structure

2.1 League Stage

Local leagues (comprising of two divisions; division 1 and division 2) are coordinated by a league organiser who has the discretion in conjunction with the national organisers to organise local leagues in the most appropriate way for their area.

2.2 Division 1 Knockout Stage

The top team from each division 1 will progress to the knockout stage. This is co-ordinated by the national organisers and draws are based on geography and travel distance.

2.3 Division 1 Regional Finals

The 16 winning teams in each event from the knockout stage will compete in one of four regional finals. Prior to the regional finals, teams shall nominate a minimum of 4 players and a maximum of 6 players for the finals. Only 5 players can be used by a team per fixture. The national organisers shall seed 2 teams in each draw based on the singles World Tennis Number of the top 4 nominated players. The team captain will be allowed on court during rubbers and will be subject to the 'on court team captains' Code of Conduct. Doubles nominations will be required at the same time as singles nominations.

2.4 National Finals

The winning teams in each event from the 4 regional finals will compete in the national finals. Prior to the national finals, teams shall nominate a minimum of 4 and maximum of 6 players for the finals. Only 5 players can be used by a team per fixture. Doubles nominations will be required at the same time as singles nominations. The national organisers shall seed 2 teams in the draw based on the nominated players' World Tennis Number. The team captain will be allowed on court and will be subject to the 'on court team captains' Code of Conduct.

The order of play for matches at the National Finals will be singles 4, singles 3, singles 2 and singles 1 followed by doubles 2 then doubles 1.

3. Match Arrangements

3.1 Dates

Matches shall be played on the dates specified by the league organiser. However, there will be flexibility to play before the date if both teams agree and there is prior consent from the league organiser. It is both team captain's responsibility to make contact with the opposing captain before the match date. Each team must have an adult captain present at each match. For Division 1 only, all League Stages must be completed by the end of the summer term, any matches not played by this point will be null and void for the purposes of the final league table.

3.2 Balls

The home team shall supply 3 LTA approved balls for each rubber.

3.3 Match Format

A match shall consist of 4 singles and 2 doubles rubbers.

3.4 Team Format

A team shall consist of 4 or 5 players for each fixture. Four players shall play one singles rubber each. A 5th player may be selected for one doubles rubber only at the discretion of the team captain.

3.5 Singles Nominations

At least 15 minutes before the start time of each fixture, team captains must nominate in writing, on a scorecard, their singles players in order of their ITF World Tennis Number singles band i.e., 20.0-20.9 is band 20. If two or

more players are within the same ITF World Tennis Number band (or no ITF World Tennis Number), the team captain can decide the team playing order which may change from fixture to fixture. Where players are in the same ITF World Tennis Number Band (or no ITF World Tennis Number), team captains are encouraged, in the spirit of providing an enjoyable and competitive experience, to nominate in order of playing standard i.e., strongest player should play as singles 1, second strongest player as singles 2 and so on. At the same time, captains shall provide the name of any other player(s) who may be selected for the doubles only. Please see below the ITF World Tennis Number (singles) bands:

ITF World Tennis Number (singles)	Band						
1.0-1.9	1	11.0-11.9	11	21.0-21.9	21	31.0-31.9	31
2.0-2.9	2	12.0-12.9	12	22.0-22.9	22	32.0-32.9	32
3.0-3.9	3	13.0-13.9	13	23.0-23.9	23	33.0-33.9	33
4.0-4.9	4	14.0-14.9	14	24.0-24.9	24	34.0-34.9	34
5.0-5.9	5	15.0-15.9	15	25.0-25.9	25	35.0-35.9	35
6.0-6.9	6	16.0-16.9	16	26.0-26.9	26	36.0-36.9	36
7.0-7.9	7	17.0-17.9	17	27.0-27.9	27	37.0-37.9	37
8.0-8.9	8	18.0-18.9	18	28.0-28.9	28	38.0-38.9	38
9.0-9.9	9	19.0-19.9	19	29.0-29.9	29	39.0-39.9	39
10.0-10.9	10	20.0-20.9	20	30.0-30.9	30	40.0-40.9	40

LTA YOUTH SCHOOLS Year 7&8 and Year 9&10 Competition Rules 2024 (continued)

3.6 Doubles Nominations

Doubles Pair 1: Singles 1 & 2
Doubles Pair 2: Singles 3 & 4

A 5th player can substitute directly for any of the four singles players. E.g. if player number 5 (doubles only player) substitutes for singles player 2, then player number 5 will play in the number 1 doubles pair. Doubles nominations may be submitted after the completion of all singles rubbers.

3.7 Order of Play

	On 2 Courts	On 3 Courts	On 4 Courts
Round 1	Singles 3&4	Singles 1&2, Doubles 2	Singles 1-4
Round 2	Singles 1&2	Singles 3&4, Doubles 1	Doubles 1&2
Round 3	Doubles 1&2		

3.8 Rubber Scoring

Singles & Doubles Each rubber is one set with a tiebreak at 6-6

In division 2 each rubber may be 1 x short set (to 4 games) with a tie-break (to 7 points, with 2 clear) if 3-3 is reached. A short set may also be used at Division 1 Regional Finals at the discretion of the on-site Referee.

3.9 Match Scoring

A team is awarded 2 points for each rubber won. At 6 rubber points each, a doubles tiebreak shoot-out (to 10 points, with 2 clear) shall be played. 1 bonus point will be awarded to the winning team in a tiebreak shoot-out, i.e. 7-6.

Tie-Break Shootout Format (1 pair):

Player 1: One of the original players from the 1st/2nd singles rubbers or number 1 doubles pair.

Player 2: One of the original players from the 3rd/4th singles rubbers or number 2 doubles pair.

3.10 Match Result

The team with the most rubber points shall win the match.

A team will receive 2 match points on the league table for a match win.

Both captains must complete and sign the scorecards. The winning team captain must submit the result within 48 hours.

3.11 Division Standings

The final standings in each division shall be determined by the following:

- I. The team with the greatest number of match points.
- II. If match points are equal, the team with the greatest number of rubber points.
- III. If only two teams are level on match points and rubber points; their head to head result.
- IV. If more than 2 teams are level, the round robin rule in the LTA Competition Regulations will determine the standings.

4. Problem Solving Issues

4.1 Late Arrival

If a team arrives more than 30 minutes after the agreed start time, the opponents can claim the two doubles rubbers by a score of 6-0. If a team has not arrived 1 hour after the agreed start time, the opponents will be awarded the entire match by a score of 12-0.

4.2 Incomplete Teams

If a school is unable to field a complete team for the match, then they shall first forfeit the lowest singles rubber and the second doubles rubber, followed by the next lowest rubber and so on. The opposing team shall be deemed to have won forfeited rubbers by a score of 6-0.

4.3 Player Retirement

If a player retires during a rubber, the opponent shall be deemed to have won all the remaining games necessary to win the rubber. The player retiring from the rubber shall be eligible to compete in any remaining rubbers/tiebreak shoot-out.

4.4 Completion of Matches (due to inclement weather)

If a match cannot be started due to rain or rain stops play, then the match may be rearranged on or before the rain date at the original venue as set by the league organiser.

If a match is rained off on two occasions the match is halved with each team receiving 1 match point and 6 rubber points. In knockout round fixtures, the organiser will draw by lot to determine the winner.

If play is suspended after a match has started, then the match shall resume at the point of suspension. All points played shall stand. If a player is unavailable when a match resumes, the suspended rubber and all subsequent rubbers for that player are awarded to the opponent(s).

4.5 Team Withdrawal

Teams receiving an entire team walkover will win all rubbers 6-0 and will receive maximum rubber points and a match win. The league organiser has the power to withdraw a team from the league where matches have not been played by the set date.

4.6 Playing out of order / Ineligible Player(s)

If players play out of order, then the singles rubbers involving those players shall be forfeited. If an ineligible player competes then the singles rubber involving the player concerned, and all singles rubbers lower in the team order shall be forfeited. Any completed matches may stand for the purposes of ITF World Tennis Number and the match score must remain in place, however, the overall team score for that particular match will be awarded to the opposing team.

If both teams field a player out of order or an ineligible player, then each team shall be deemed to have lost the singles rubber in a similar manner. Likewise, if a team fields an ineligible player as a doubles only player they shall forfeit that rubber and where doubles pairings are not in line with Rule 3.6 that school shall forfeit both doubles rubbers.

5. Regulations

- 5.1 All matches in the Competition shall be conducted in accordance with the ITF Rules of Tennis, the Rules and Regulations of the LTA regulations, the LTA Competition Regulations, the LTA Code of Conduct, and the competition regulations (in the event of any inconsistency, the competition rules shall prevail). Each player participating in the competition grants and assigns to the LTA the right to make, use and show from time to time and at its discretion, motion pictures, still pictures and live taped or filmed television and other reproduction of him/her during the event and in connection with the promotion of the event

without compensation for him/herself. Such promotional activities by the LTA shall not be identified as or represented to be an endorsement by the player of any product/company.

- 5.2 The day-to-day organisation of the Competition shall be carried out by LTA Competitions Team (CT). The Competition is sanctioned by the LTA under the management of the CT. The CT shall have the power to decide on matters of interpretation of these regulations, to impose penalties including, but not limited to, the deduction of points and suspension for breaches of these regulations; to suspend or modify any of these regulations in appropriate circumstances. The CT decision on all matters is final.
- 5.3 Any complaint/dispute shall be made in writing on email to schoolscompetition@LTA.org.uk by the team captain within 48 hours of the cause of the complaint/dispute arising. Nevertheless, the CT shall have the power to consider any matter coming to their attention subsequently.
- 5.4 All players are subject to the rules and regulations of the LTA (including, without limitation, the LTA's Anti-Doping Programme, the Disciplinary and Dispute Resolution Procedures and the Regulations Concerning Match Fixing, Financial Speculation and Betting) and fully and unconditionally submit to the jurisdiction and authority of the LTA by competing in the Competition.

To feedback on these rules please email schoolscompetition@lta.org.uk



AN INCLUSIVE TEAM

We want to make **LTA Youth Schools** as open and inclusive as possible, so anyone can pick up a racket and enjoy our sport! The benefits students get from playing sport are endless, so let's make sure all your students get the chance to be part of the team!

PART OF THE TEAM

Yes, a player with a disability can be part of your team!

In **wheelchair tennis**, the only difference is they will get two bounces to return a ball, while their opponent would get one (unless they are also a wheelchair player). This could work well for your doubles for example, as a starting point.

A player who is **hard of hearing or deaf** should have no problems competing; just agree on effective communication before matches to make sure the opponent knows how to call balls in/out and some simple signs to keep track of the score.

A player with a **learning disability** may find it difficult to keep score or remember rules; we have put some helpful information below that would enable those players to compete.

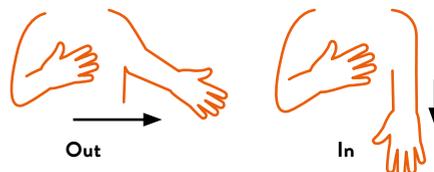
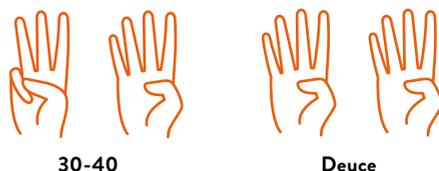
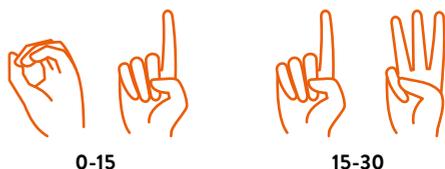
HAVE A HELPER ON COURT

If a player struggles to keep score, you can have someone on-site to help you with this. The two team captains should agree mutually beforehand who this person should be. The person keeping score should only shout out the score, they should not interfere with calling lines or any other on court matters.

USE A SCORING AID

www.scoringright.com is an ITF approved tool you can attach to your racket.

Use these hand signals for players who are hard of hearing or deaf:



REASONABLE ADJUSTMENT

Everyone has a right to request reasonable adjustments, such as providing extra help, or making changes to the way in which we provide services to make them as accessible as possible. If there is something we could do to make your tennis experience better, you can request a "reasonable adjustments" letter from the LTA by contacting our Customer Support Team via here: www.lta.org.uk/support-centre/enquiry-page. This letter can then be used when entering events or while arranging matches, we ask that this is always done in advance, and never on the day of your match. Visit our FAQs for more information: www.lta.org.uk/support-centre/competing/competition-regulations/reasonable-adjustments/

What qualifies as a "reasonable adjustment"?

Reasonable adjustments can be any small alterations which enable a person to take part in activity, as long as details are provided in advance.

These may include things like: Requests around venue type, ensuring the courts chosen are accessible and step free, having a helper there to score the match, or using hand gestures to call lines if someone is deaf/hard of hearing. We recommend you request a letter from us, as it will make future communication with your opponents easier.

ADAPTIVE FORMAT

If both team captains are in agreement, you can agree for a match to use an adaptive format or equipment. This could include adjusting the scoring, making the court size smaller or using a different ball. Get in contact if you have players who may benefit from this.

Want to find out more or need advice before a fixture? Don't hesitate to get in touch with us at schoolscompetition@lta.org.uk



Winning Team: Match Result: Shootout Result:	_____ _____ _____
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Home Captain	Away Captain
Print: _____	Print: _____
Sign: _____	Sign: _____

A team is awarded 2 points for each rubber won. At 6 points each (3-3 in rubbers), a doubles tiebreak shoot-out (to 10 points, with 2 clear) shall be played. One bonus point will be awarded to the winning team in a tiebreak shoot-out, i.e. 7-6.

Full Player Name(s)	WTTN	Score	WTTN	Score	WTTN	Winner
S1			S1			Home/Away
S2			S2			Home/Away
S3			S3			Home/Away
S4			S4			Home/Away
D1			D1			Home/Away
D2			D2			Home/Away

Home Team: _____ Away Team: _____

League e.g. Gloucestershire: _____ Event e.g. Year 10 Girls: _____ Division e.g. Div. 2 Group A: _____ Date: _____

BOYS & GIRLS MATCH SCORECARD

BOYS & GIRLS MATCH SCORECARD

League e.g. Gloucestershire: _____ Event e.g. Year 10 Girls: _____ Division e.g. Div. 2 Group A: _____ Date: _____

Home Team: _____ Away Team: _____

Full Player Name(s)	WTTN	Score	WTTN	Score	WTTN	Winner
S1			S1			Home/Away
S2			S2			Home/Away
S3			S3			Home/Away
S4			S4			Home/Away
D1			D1			Home/Away
D2			D2			Home/Away

A team is awarded 2 points for each rubber won. At 6 points each (3-3 in rubbers), a doubles tiebreak shoot-out (to 10 points, with 2 clear) shall be played. One bonus point will be awarded to the winning team in a tiebreak shoot-out, i.e. 7-6.

Doubles Shootout Playing Order:

Player 1 – One of the original players from the 1st/2nd singles rubbers or number 1 doubles pair.
 Player 2 – One of the original players from the 3rd/4th singles rubbers or number 2 doubles pair.
 Please circle the players involved in the match tie-break doubles shootout.

Home Captain	Away Captain
Print: _____	Print: _____
Sign: _____	Sign: _____

Winning Team: Match Result: Shootout Result:	_____ _____ _____
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Winning Team:
Match Result:
Shootout Result:

Home Captain _____ Sign: _____

Away Captain _____ Sign: _____

Print: _____

Doubles Shootout Playing Order:
 Player 1 – One of the original players from the 1st/2nd singles rubbers or number 1 doubles pair.
 Player 2 – One of the original players from the 3rd/4th singles rubbers or number 2 doubles pair.
 Please circle the players involved in the match tie-break doubles shootout.

A team is awarded 2 points for each rubber won. At 6 points each (3-3 in rubbers), a doubles tiebreak shoot-out (to 10 points, with 2 clear) shall be played. One bonus point will be awarded to the winning team in a tiebreak shoot-out, i.e. 7-6.

Full Player Name(s)	WTTN	Score	Winner
S1	S1		Home/Away
S2	S2		Home/Away
S3	S3		Home/Away
S4	S4		Home/Away
D1	D1		Home/Away
D2	D2		Home/Away

Home Team: _____ Away Team: _____

League e.g. Gloucestershire: _____ Event e.g. Year 10 Girls: _____ Division e.g. Div. 2 Group A: _____ Date: _____

BOYS & GIRLS MATCH SCORECARD

BOYS & GIRLS MATCH SCORECARD

League e.g. Gloucestershire: _____ Event e.g. Year 10 Girls: _____ Division e.g. Div. 2 Group A: _____ Date: _____

Home Team: _____ Away Team: _____

Full Player Name(s)	WTTN	Score	Winner
S1	S1		Home/Away
S2	S2		Home/Away
S3	S3		Home/Away
S4	S4		Home/Away
D1	D1		Home/Away
D2	D2		Home/Away

A team is awarded 2 points for each rubber won. At 6 points each (3-3 in rubbers), a doubles tiebreak shoot-out (to 10 points, with 2 clear) shall be played. One bonus point will be awarded to the winning team in a tiebreak shoot-out, i.e. 7-6.

Doubles Shootout Playing Order:
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 Player 2 – One of the original players from the 3rd/4th singles rubbers or number 2 doubles pair.
 Please circle the players involved in the match tie-break doubles shootout.

Winning Team:
Match Result:
Shootout Result:

Home Captain _____ Sign: _____

Away Captain _____ Sign: _____

Print: _____

SAFEGUARDING INFORMATION FOR TEAM CAPTAINS

Everyone who is involved in tennis has a shared responsibility to ensure that all children, young people and adults at risk are safeguarded from abuse and have an enjoyable tennis experience.

Traveling in a team with children (anyone under 18) requires careful consideration to help safeguard children and the adults in contact with them. Planning is therefore required to ensure risks are properly assessed and mitigated against. The LTA Safeguarding Guidelines for league matches is aimed at teams with children traveling for away matches and it provides a 'one stop' shop for organisers and supervisors accompanying the team to meet safeguarding standards.

A supervisor may be a coach, team captain or volunteer over 18. Supervisors should have completed as a minimum the LTA online safeguarding training but the preference will be to have completed a safeguarding course. At a league or county match, the hosting club is responsible for the safeguarding plan and risk assessment of the event they are running. The visiting club/county/school will be responsible for the safeguarding plan and risk assessment around their involvement in said event.

The guidance will assist in considering key issues, including:

- Ratios
- Transportation
- Insurance
- Accommodation
- Medical issues and emergencies
- Photography and social media

To view the LTA Safeguarding Guidelines for league matches, please visit the Captains' Area at www.lta.org.uk/compete/junior/schools-competitions