



Flitwick and Ampthill Tennis Club

Clubmark Documentation



Section 1 Management

- 1.1 Articles of Association of the Flitwick & Ampthill Lawn Tennis Club Limited - enclosed
- 1.2 All members sign up to the LTA Rules and Disciplinary Code by signature on the membership application form – enclosed.
- 1.3 Safe Recruitment Guidance
- 1.4 Volunteer recruitment and retention policy
- 1.5 Volunteer Agreement Form
- 1.6 Volunteer Roles
 - 1.6.1 Chairperson
 - 1.6.2 Treasurer
 - 1.6.3 Secretary
 - 1.6.4 Head Coach
 - 1.6.5 Assistant Coach
 - 1.6.6 Welfare Officer
 - 1.6.7 Welfare Officer Checklist
 - 1.6.8 Committee Member
- 1.7 Coaching
 - 1.7.1 Informal Coach/Club Charter
 - 1.7.2 How to Choose a Coach
 - 1.7.3 Coaching Licence for Head Coach – Terence Mabbitt
- 1.8 Effectively promoting your place to play