



Pickleball Handbook

(Policies & Guidelines)

2023

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Sun Lakes Pickleball Club IronOaks Pickleball Handbook

INTRODUCTION:

The purpose of this Handbook is to provide all Amenity Members with information regarding expectations, policies, court reservations, an understanding of Organized and Open play schedules, player Skill Level Ratings, and Pickleball Club Member benefits. This document is intended to be useful, meaningful, and treated as a “living document” subject to periodic updates.

OUR MISSION STATEMENT:

The Sun Lakes Pickleball Club IronOaks (SLPCIO) (the "**Club**") will promote programs that encourage participation in pickleball at all skill levels in accordance with the rules and standards of the USA Pickleball Association (USA Pickleball) and the International Federation of Pickleball (IFP).

The Club will provide active pickleball programs that include organized play, social play, league play, tournaments, intra-club events and inter-club events. The Club will promote fellowship and good sportsmanship among all Members and will provide activities for the enjoyment of all Members.

The Club shall adhere to IronOaks Homeowners Association Rules for Racquet Sports (click: [Rules](#)) and coordinate effectively with the IronOaks HOA's Director of Fitness & Wellness.

OUR GUIDING PRINCIPLES:

1. Conduct all activities with a positive attitude.
2. Be respectful of all Club Members and value each Member's opinions.
3. Be responsive as problem solvers, approaching all problems as opportunities for positive action.
4. Be responsible for our individual and collective actions and be role models for our Pickleball community.
5. Work to develop our Members by providing a positive and open development process. Create an environment so Members will have an opportunity to get involved in the Club while developing their skills.

DEFINITIONS:

PICKLEBALL AMENITY MEMBER (“Amenity Member”) – Any person who has paid the current annual fee, signed a Pickleball Membership Contract, signed the annual waiver, and is a member in good standing.

PICKLEBALL CLUB MEMBER (“Club Member”) – Any Amenity Member who has joined the Sun Lakes Pickleball Club IronOaks (“Club”) and has paid any applicable dues. Membership in the Club allows you to participate in many Club sponsored events, socials, leagues, skills & drills, mentoring, and inter and intra Club activities.

SKILL LEVEL RATING (“Rating”) - Amenity Members who wish to play during Prime Time must have a permanent Club Rating or a temporary Club Rating from:

- USA Pickleball Tournament Player Rating (UTPR); or
- International Pickleball Teaching Professional Association (IPTPA Rating); or
- World Pickleball Rating (WPR); or
- Dynamic Universal Pickleball Rating (DUPR reliable Rating); or
- An IronOaks Rating Committee temporary Rating if a new member.

All Amenity Members who have a current permanent or temporary Club Rating based on one of the above approved Rating processes and wish to advance to a higher skill level permanent Club Rating must attend a Club Rating clinic. Rating clinics are available to all Amenity Members and are conducted by the Pickleball Rating Committee of IronOaks.

- Click [here](#) for more information about the Player Skill Level Rating Program and Skill Level Rating guides.

HOMEOWNER – An individual who is a resident or tenant within IronOaks, but is not an Amenity Member.

GUEST - Anyone other than an Amenity Member, Homeowner or Family Member Guest. Guests must be accompanied by an Amenity Member or Homeowner and must check in at the Fitness Center front desk, have a signed waiver, and pay the current Guest fee.

FAMILY MEMBER GUEST - Anyone other than an Amenity Member or Homeowner who is a relative of an Amenity Member or Homeowner.

Family Member Guests must be accompanied by an Amenity Member or Homeowner and must check in at the Fitness Center front desk, have a signed waiver of liability on file, and pay any required Guest fees.

PRIME TIME PLAY – Prime Time Play includes designated hours for:

1. **Priority Play:** Defined as Prime Time Play for Amenity Members only; and
2. **Non-Priority Play:** Defined as Prime Time Play for Amenity Members, their Guests, and their Family Member Guests. Prime Time Play hours are seasonal and may be adjusted.
3. **Pickleball Court Hours of Operation:** are posted on the HOA website at: [“Prime Time Hours”](#). Scroll down to Pickleball Court Hours of Operation to view the schedule.

OPEN PLAY – Courts are OPEN for play to all Amenity Members and Homeowners and their Guests or Family Member Guests. Year-Round Open Play (Recreational Play) hours are posted on the HOA website at: [“Prime Time Hours”](#). Scroll down to Pickleball Court Hours of Operation to view the schedule.

HOLD MY COURT (“HMC”) - The online application used by Amenity Members only to make full court or time slot reservations during Prime Time Play.

COURT DESIGNATIONS – Management will designate which courts are available for play during Prime Time Play on the Hold My Court reservation system. Management may override designated play for social events, Round Robin play, lessons, clinics, etc.

PRIME TIME PLAY POLICY:

To play during Prime Time, Amenity Members must have a Club Rating and must reserve a full court or time slot (based on the type of play; Priority or Non-Priority) on Hold My Court. **For instructions on how to register and use Hold My Court refer to the Club Website – Members Only webpage.** (Click [here](#) to log in with your Member Only password.)

Only Amenity Members may reserve a full court or a time slot. Reservations may be made up to one week (7 Days) in advance on Hold My Court.

1. **Priority Play Court Reservation Policy:** Reservations will have a designated time and court assignment. Priority Play reservations include Organized Play, Round Robins, Ladder Play, Competitive League Play, and Socials.
 - A. **Organized Play:** Scheduled Play for Men, Women and Mixed Gender using a format of rated skill levels of play. During this time, only doubles play is allowed. Singles play is allowed during Non-Priority Play.

All players participating in Organized Play must be Amenity Members and have a current Club Rating. Guests or Family Member Guests are **not allowed** to play during Priority Play.

Priority hours are designated for Organized Play. All Amenity Members are required to sign up on Hold My Court. Correct first and last names including your Club Rating must be entered on the court signup sheet.

Example: Mary Smith 3.0.

Sign Up in your Skill Level Rating only and for yourself only.

Note: For Organized Play all court times and skill levels are listed at the top of the sign-in page of Hold My Court. Click on the label **Show Courts 1-4, Show Courts 5-10, or Show All** and reserve your time slot.

- B. Skills and Drills:** Drill practice for skill level groups. Set up by a Drill Master. Sign up on Hold My Court. There will be a listing on Hold My Court for Skills and Drills with designated times and courts.
- C. Round Robin Play:** Social play mixing up every round. Set up by an organizer. Sign up on Hold My Court. There will be a listing on Hold My Court for Round Robin play with designated times and courts.
- D. Ladder Play:** Competition within Club Member Skill Level Ratings. Set up by a Ladder Captain. The number of weeks and format may vary. There will be a listing on Hold My Court for Ladder Play with designated times and courts.
- E. Leagues and Socials:** Leagues are set up by League Captains. Socials are set up by the Club. All reservations need to be cleared with the Director of Fitness and Wellness in advance. There will be a listing on Hold My Court for Leagues and Socials with designated times and courts.
- F. Maximum Utilization of Available Court Time:** Amenity Members are required to fill in a minimum of the first four (4) time slots on a single court during Organized Play before signing up on another court assigned to that skill level group. This process continues until all courts assigned to that skill level group have a minimum of four time slots filled. Additional players may then fill in the open time slots 5 & 6 on the courts.

If Courts blocked for Organized Play, Round Robins and Ladder Play are not filled by **12:00 PM** 2 days in advance, they will be released for Non-Priority Play court reservations on Hold My Court. Player #1 will have first rights to the court and may enter all names for that court.

2. **Non-Priority Play Court Reservation Policy:** Non-Priority play is any time during Prime Time Play that is not designated as Priority Play and is open to all Amenity Members to reserve a court for singles or doubles play.

A. To reserve singles or doubles during Non-Priority play, enter your name(s) and the name(s) of everyone playing on the court.

Examples:

- Singles: John Smith / Mary Smith / X / X / X / X
- Doubles: John Smith / Mary Smith / Tom Jones / May Jones / X / X.
- After play, delete "Xs" from Hold My Court

B. During Non-Priority Play, the person on each court entered in the player #1 time slot has 1st rights to put their group on that one court for Non-Priority play time. You are responsible to enter all names of players and keep it updated. If you want others to join your group, leave time slots open. **You may reserve only one court per time period.**

C. Non-Priority play is to allow Amenity Members to reserve time with Homeowners, Guests, Family Member Guests, and Amenity Members of different player Skill Level Ratings. When reserving Non-Priority Play time, the Amenity Member must put in all names, including any players who are not Amenity Members, and include whether the players are a Homeowner, Guest, or Family Member Guest.

Note: Anytime that players who are not Amenity Members play on the courts **all players, including the Amenity Member**, must check in at the Fitness Center front desk. Players who are not Amenity Members will need a waiver of liability on file and pay the listed Guest fee. **Please read Homeowner and Guest policy below.**

3. **Member Names and Ratings on Hold My Court Policy:** Amenity Members are required to enter their names and ratings and the names of any players who are not Amenity Members in the Hold My Court reservation system for any time they play on the courts during Prime Time Play. This will ensure that all play time on the courts during Prime Time Play can be monitored and managed by the Court Management team.

OPEN PLAY POLICY:

Open Play is available to Amenity Members, Homeowners, Guests, and Family Member Guests during the Open Play hours. Courts are **not reservable** during Open Play.

During Open Play, the **COURT FULL POLICY (PADDLES UP)** is in effect. When all courts are full, players will play ONE (1) game to ELEVEN (11) points (win by 2 points) and then all players must exit the court, allowing waiting players to play.

Players should place paddles in the paddle holders to designate the next waiting individuals or group. No one may keep a court for more than one (1) game when players are waiting.

COURT 9 AND 10 POLICY:

The primary uses of Courts 9 and 10 are for Lessons with the Pickleball Professional and use of the Ball Machines. Management may designate these courts at any time for special events.

1. Hours of Operation:

- 7:30 a.m. to 4:30 p.m. Mon-Fri
- 7:30 a.m. to 2:45 p.m. Sat-Sun

2. Ball Machine Reservation: Reserve Court 9 on Hold My Court.

Each member will only be allowed to use the ball machine one time per week regardless of whether they make the reservation or are part of a group reservation (2 or more members).

However, any member is allowed to reserve the ball machine or be part of a group reservation more than one time per week if after 12:00 pm 2 days in advance there is an open time period on Court 9 with 6 open time slots.

3. Court 10 Reservation: Reserve Court 10 on Hold My Court.

Court 10 is designated as a practice court available for Pro Pickleball Lessons and member practice/drill sessions. The Pickleball Pro can reserve this court without restriction.

Each member will only be allowed to reserve Court 10 one time per week regardless of whether they make the reservation or are part of a group reservation (2 or more members).

However, any member is allowed to reserve Court 10 or be part of a group reservation more than one time per week if after 12:00 pm 2 days in advance there is an open time period on Court 10 with 6 open time slots.

Courts 9 and 10 are not to be used for Prime Time or Open Play.

SUNDAY RESERVED TIME USAGE:

Each member will only be allowed to play in one Sunday reserved time period per week regardless of whether they make the reservation or are part of a group reservation (2 or more members).

However, any member is allowed to reserve a Sunday time period or be part of a group reservation more than one time per week if after 12:00 pm 2 days in advance there is an open court with 6 open time slots.

HOMEOWNER AND GUEST POLICY:

Homeowners may not reserve courts. All Homeowners, Guests, and Family Member Guests must check in at the Fitness Center front desk. Homeowners should be prepared to show their IronOaks homeowner ID card. Homeowners, Guests, and Family Member Guests must sign a waiver of claims and release-of-liability form to use the courts. Paddles and balls may be checked out at the front desk.

1. Non-Priority Play Guest Ratio:

- One Amenity Member to one Guest
- One Amenity Member to one Family Member Guest.

2. Open Play Guest Ratio:

- One Amenity Member/Homeowner to one Guest.
- One Amenity Member/Homeowner to three Family Member Guests.

If an Amenity Member brings a Guest or Family Member Guest to play Pickleball, all players are required to have a signed waiver of liability on file and **MUST** check in at the Fitness Center front desk. If an Amenity Member or Homeowner brings anyone under the age of 18, the person responsible for them needs to sign the waiver.

SAFETY AND COURTESY POLICY:

1. Please do not enter the court until your scheduled time. Do not cross the courts while games are in progress.
2. When the court is in use, waiting players should be ready to move together when there is a stoppage in play. Try not to interrupt the flow of play.
3. When another ball enters your court, or your ball enters another court in use you are responsible to call "ball on the court." Play stops. Each team of players are responsible for their own court. **Do NOT** run behind players to retrieve your ball. The players on that court will return the ball.

4. Do not bring your Pickleball bags, chairs, food, pets, coolers, etc. onto the courts. Bring only your paddle, balls, towel, and water. Hang bags outside the courts.

SHOE/FOOTWEAR POLICY:

Only non-marking tennis/court shoes are allowed on the courts. All other footwear is not allowed. Approved shoes must be worn at all times while on the courts.

PICKLEBALL PADDLES AND BALLS POLICY:

All Pickleball **paddles** and **balls** **MUST be USA Pickleball Approved**. In addition, the IronOaks HOA has adopted the “**Quiet Paddle Rule**.” All paddles are required to be listed on the approved list (listing of paddles can be found at the Fitness Center front desk.) You can also check for the most updated paddle list at:

[Quiet Paddles List](#)

All Amenity Members, Homeowners, Guests, and Family Member Guests are required to abide by the Quiet Paddle Policy, use approved balls, and wear proper footwear.

SUN LAKES PICKLEBALL CLUB IRONOAKS RESOURCES:

Access the Club website at: <https://www.ironoakspickleball.com/>

Quick Links to Club Resources:

- To Log In to the Member Only Webpage and view all Member Only information, click [here](#).
- For additional Club information, contact the Club at: iopbclub@gmail.com
- To review Player Skill Level Rating Program and Guides, click [here](#).
- To view more than 200 training videos to develop your skills, click [here](#).
- To view the Club calendar of events, click [here](#).
- For links to Pickleball Resources and Helpful Information, click [here](#).

COURT USAGE PROCESS FLOW DIAGRAM:

The following diagram is provided to give a visual representation of Prime Time Play and Open Play court usage rules and requirements.

Sun Lakes Pickleball Club IronOaks Court Usage Process Flow

