

Tennis in Schools Policy

Introduction

- TNL endeavors to run a Tennis in Schools program each year.
 - This program involves running tennis programming in school gyms to introduce more children to tennis.
- TNL will execute this program using TNL technical and executive director resources, coordinating with local coaching staff, and reaching as many schools as possible on and off the Avalon given the funding identified for the initiative by the TNL board.
- Additional funding may be allocated to clubs to do their own school programming. Requests will follow the request procedure outlined below and will be funded to a maximum of 50% based on available funding and requests.
- If TNL is not running a provincial program, additional funding may be allocated in the TNL budget process, and clubs may apply for this funding based on the criteria below. Clubs may be funded up to a maximum of 100%, based on other requests for their region.

Club Requirements

- Clubs must use active TPA certified coaches for the delivery of their programs if possible.
- All volunteers and staff used in this initiative must be screened in accordance with TNL's Screening Policy.

Funding Request Procedure

- Funding requests to be submitted by April 1. Any late requests will be funded based on available funds remaining.
 - Funding will be allocated based on Avalon clubs versus non-Avalon clubs.
 - Total funding to be allocated based on TNL budget processes.
 - i. Funding may be approved based on a tentative budget.
- Clubs are to present in their funding request:
 - Number of schools to be visited and rough estimates of school population served.
 - Number of staff required and rates of pay.
 - Any other costs expected.
 - Any planned programming notes.
 - Certification level of staff (at least one of the staff must be instructor certified)
- TNL will approve the requests by April 15.

- After school visit completed, clubs must complete the reimbursement form which requests the following information:
 - Schools Contacted / Replied / Visited
 - Number of students serviced
 - Description of the programming provided
 - What worked well
 - What didn't work well / or challenges to the programming
 - Staff pay rates
 - Number of staff involved
 - Other Costs
 - Total Costs
 - Request to be reimbursed

Request Form and Reimbursement Form:

[+ TNL School Tennis Funding Request/Reimbursement Form](#)

Policy History	
Approved	2024
Next Review Date	April 30, 2026
Revision Approval Dates	