



# Tournament Calendar

2009-2010

## 1. INTRODUCTION

I am pleased to publish the tournament calendar for the 2009 season. As the Academy goes from strength to strength we have more tournament options available to our students. In 2009 these include, Tennis Europe (ETA) events, at Under 12, 14 and 16. In addition our Under 14 students will have the opportunity to compete in the 'Nike Junior Circuit' and the Under 16 students will have the opportunity to compete in the 'Marca' circuit, both circuits are held at various locations throughout Spain. Once again we have a comprehensive program of ITF (International Tennis Federation) events across Europe to attend, and all students will continue to play the National tournaments held here in Barcelona, a number of which will be at the Academy itself, in the 'Monty Tour' and our very own 'Masters Series'.

As you will see in the following pages, we have refined the process of entry and payment methods so as to make the process smoother and simpler for the students and of course for you, the parents! All of the procedures are explained in this document.

With the new rule changes of the ITF and the introduction of the mandatory 'IPIN' (player identification number), the Head of Women's Tennis, Carmen Perea and her team have been managing the administrative side of the operation. This includes obtaining the relevant documentation for all of the students, so we encourage you to help us by being prompt in providing the relevant details and payment upon request. This process will be completed by the beginning of the year and will leave us free to focus on the competition and enjoy what promises to be a great tournament year.

The team is supported by the superb work of our Academy Secretary Viviana Pérez, all of their contact details are printed later in this document should you need to contact them.

## A Guide to the Attachments

Attached you will find the following pages:

- Overall Calendar – showing all of the tournament options for students of the Academy, as an overview.
- Individual Schedules for Under 12, 14, 16, 18 and Open tournaments.
- Contact Information

Each student will receive a full overview plus the relevant pages for their age group(s). Each student's tutor has discussed and outlined a tournament plan for each student in consultation with the Player Development Department. Each student's program is aimed at maximising their potential in competition and assisting in their development to the next competitive level. You will notice that your son's or daughter's coach has indicated on the schedule which tournament(s) they believe would be best suited for them to enter. Next to each tournament you will see the relevant deadlines. Please note that these deadlines are strictly enforced and no entries will be accepted after the published date.

At the relevant times the Tournament Co-ordinators will inform the students of the entries open to them. However, we are looking to establish a preliminary list of players for each tournament. If your son or daughter is interested in a particular trip or trips, please ensure they notify the Tournament Department, through the Tournament Co-ordinators as soon as possible.

## 2. Costing

So as to simplify procedures we are introducing a new approach for the payment of tournament costs. The cost of all tournaments **excluding** the 'Monty Tour' and 'Masters Series' and events held in Barcelona will be **€780** (or €112 approx per day) including accommodation, food, tournament entry fee and coach's costs but **excluding flights/transport**. Any balance of money remaining at the end of the trip will of course be reimbursed on return.

The budget has been calculated as follows, by looking at a range of past tournaments:

- **Accommodation** – Where possible we will use the tournaments official hotel, in 2007 the average cost per person/per night was €50. Assuming that the average stay is 7 days this equates to  $7 \times €50 = \mathbf{€350}$  for accommodation.
- **Food** – Working on an average of €20 per day, as breakfast is often included in the hotel cost, the budget would be:  $7 \times €30 = \mathbf{€210}$  for food.
- **Tournament Entry Fee** – In 2008 the most expensive entry fee for the type of events we are attending was €47. However, many are below this threshold. For budgeting purposes we will assume **€50 for tournament entry fee**.
- **Coach's Costs** – A coach will travel with a group of between four and six players. The coach:player ratio will **not** exceed 1:6 on any trip. Therefore, the coach's costs of €560 (accommodation & food) are divided by 4 (players) = **€140 per player**.
- **Total** - €350 (accommodation) + €210 (food) + €50 (tournament entry fee) + €140 (coaches costs) = **€750** for 7 days tournament travel. For ease of administration we have rounded the fee to **€780**, which builds in a buffer for items such as transport from the airport etc.

The Academy's policy remains that any unspent monies will be reimbursed on return, and each student will receive a detailed statement of the costs of their trip.

The arrangements for the payment of tournament costs will be as follows:

- **One week before the entry deadline** – a 15% deposit of trip cost must be paid = **€100**. This money will cover the deposit for accommodation/flight bookings and will **not** be returned in the event of cancellation, without good reason. In the event of a student withdrawing from a trip through illness or injury the relevant medical documentation must be supplied. Players who have not paid a deposit will **not** be entered into the tournament.
- **Upon acceptance into the tournament** – students will have five working days to pay the remaining €580, notification will be sent by the Academy to parents using email.
- **Flight/Travel Costs** – students and parents will be notified by email of travel costs at the earliest opportunity, they will be then asked to settle these costs within five working days of notification.

We kindly ask you to honour the payment deadlines as this allows the trip(s) to be organised smoothly with the minimum amount of stress, which ultimately results in an effective trip for the students. Reminders will not be issued and tournament nominations will be cancelled unless payment is made by the due date.

## 3. Exceptions

In the event of the cost of a trip being in excess of €780, an invoice for the remaining money will be issued upon return. It is also possible that players may receive hospitality at certain tournaments, therefore incurring a reduced cost to the predicted budget. However, we do require that all students pay the €780 in advance regardless of guaranteed hospitality. Once again, all unspent monies will be reimbursed upon return.

## 4. Personal Money

It is a requirement that all students pay the €780 in advance and it is not an option that students take care of their own finances on the road whilst travelling to tournaments organised through the Academy. It makes for a much smoother process if all finances are accounted for before travel. However, it is recommended that all students carry a small amount of currency for personal items not covered in the budget. We suggest that an amount of **€10** per day should be adequate to cover out of pocket expenses.

## 5. Trip Requirements

For a trip to be viable it requires a **minimum of 4 players** to be accepted into the draw (qualifying or main). Only in exceptional circumstances will a smaller party travel, and this may incur an extra cost. In the event of a trip being cancelled, a full refund will be made.

## 6. Returning from a Trip

Students will only return from a trip when there is an adequate number of students ready to return and a coach to accompany them back. We discourage students returning from a tournament unaccompanied, and cannot accept responsibility for those who take this option (with parental consent). Where possible we aim to keep the travelling team together for as long as possible, as those players who are no longer participating in the tournament still have a role to play in helping and supporting other members of the team. A program of practice and physical training will be designed for players who are no longer competing in the tournament but are still part of the team.

## 7. Students Eligibility to Travel

It is a student's responsibility to obtain the relevant visa for travel, the academy will of course assist in any way possible. We urge all students to apply for visas in adequate time.

Tournament travel is an essential part of developing both as a person and as a tennis player, and is a rewarding experience. In conjunction with Schiller International School we believe that a student's education is paramount and therefore work hard together to ensure travel to tournaments does not hinder a student's academic progress. Your son or daughter will be given the relevant work to complete whilst away from the Academy and the travelling staff responsible for the group will conduct a **mandatory 2 hour study session** every week day for students attending school.

It is also recommended that for a student to travel they must achieve a **GPA (Grade Point Average) of 3.0 or above**. This is in line with the regulations imposed by American High Schools and Colleges for participation on their sports teams. Whilst each case will be judged on its individual merits, the academy and school reserve the right to object to a student travelling if they believe it will adversely affect their academic future.

From a tennis standpoint, a student is expected to demonstrate their capability to compete at the desired level before entering a tournament. This can be done in a number of ways.

- Hold a ranking for the appropriate tournament/body i.e. ITF Junior Ranking for ITF Junior events.
- Hold a relevant national ranking that would equate to the level of tournament.
- Display a current win:loss record of 2:1 or above in a lower category tournament. e.g. Achieving a 3:1 win:loss ratio in Category 5 ITF events would indicate towards entering Category 4 ITF events.
- Display the level of competition needed at the desired level in daily match play at the Academy.

Finally, as our students act as ambassadors for the Academy whilst travelling we believe only those who will correctly represent the Academy name should travel as part of a team. Therefore, any student whose behaviour is considered unsatisfactory or inappropriate at either the Academy, residences or on previous trips will not be entered for future tournaments.

## 8. Conclusion

All that remains is for me to wish you a great year and I look forward to 2009, in what promises to be an exciting year for the academy. Should you have any questions please do not hesitate to contact the relevant member of our tournament team. We always welcome your feedback on how we can make our organisation and processes as friendly as possible, as we strive to be a success in everything we do.

Yours in sport,

Victor Hugo Camargo  
Tournament Coordinator  
January 2009

## 9. Contact Information

Victor Hugo Camargo, Tournament Co-ordinator  
victorhugo.c@sanchez-casal.com  
Tel: +34 600 552 557

Viviana Pérez, Academy Secretary  
tenis@sanchez-casal.com  
Tel: +34 934 791 616 ext. 220

Andrew Burgess, Head of Player Development  
andrew@sanchez-casal.com  
Tel: +34 934 791 616 ext. 233

Carmen Perea, Head of Women's Tennis  
carmen@sanchez-casal.com  
Tel: +34 934 791 616 ext. 224