

REGULATIONS

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IN-HOUSE RULES

INTRODUCTION

Art. 1. The Justine Henin Tennis Academy is a centre for high-level activities, coaching and training whose principal objective is to meet the needs and aspirations of all players, whether they are beginners or professionals.

Art. 2. The training programme, organised by the academy, allows players from all over the world to experience the reality of professional coaching.

Art. 3. The objectives of the training program are:

- a) Technical and tactical training of players;
- b) Physical and psychological preparation of players;
- c) Providing sports education to players.

Art. 4. The number of places is limited and only those who fulfil all of the conditions required by the Academy's management will be accepted.

Art. 5. Ignorance of the present regulations shall not excuse infringements of the same.

SECTION I: BEFORE STARTING THE PROGRAMME

I. Entering the Academy

Art. 6. Residential participants are welcomed on Sunday between 5 and 6pm while day members are welcomed on Monday, unless other arrangements have been made in advance with the Academy's management.

Art. 7. You can park your car in the Academy's car park. However, the Academy does not accept liability in the case of theft or damage to your vehicle.

Art. 8. You are required to provide the following documents on arrival:

- a) a photocopy of your health insurance or a comparable document
- b) your national identity card or passport.

Art. 9. Minors must have written permission from their parents or guardian if they wish to stay at the Academy or one of its lodgings.

Art. 10. Most of the bedrooms are shared (double or more); they are assigned at the discretion of the Academy's management. There is one single room that may be rented exclusively from Monday to Friday. Prices are different from room to room.

SECTION II: CODE OF CONDUCT FOR PLAYERS

I. Rights and obligations

Art. 11. Rights of players:

- a) to receive professional tennis training suitable to the needs and abilities of each participant.
- b) to have a tennis coach, a fitness coach and a medical team who will act together in the framework of the training program.
- c) to benefit from the Academy's infrastructure in accordance with the rules for use.
- d) to benefit from the Academy's services in accordance with its standards.

Commitments by players:

- a) to comply with the rules.
- b) to comply with the instructions of the Academy's staff as regards rules of conduct and sporting education.
- c) to show proper respect for the Academy staff, its equipment and other players or members of the club.
- d) to take part in all the daily tasks with the other players.

II. Going outside the Academy or the Academy accommodation

Art. 12. It is strictly forbidden for a minor who is a player to leave the Academy or its accommodation without the prior permission of the Academy's management.

Art. 13. If a minor wishes to leave the Academy or its accommodation, it will be necessary to send written authorisation signed by the parents of the minor to the Academy management by means of a letter discharging the Academy of any responsibility.

Art. 14. It is possible to go outside the Academy and/or its accommodations if the minor is being visited by his/her parents. In this instance, the parents will also be required to submit a written statement relieving the Academy of responsibility stipulating the duration of the absence and the date on which the minor will return to the Academy. In addition, the parents must come to the Academy or the accommodation to take their child and tell the Academy in advance.

SECTION III: SCHEDULE

I. One day at the academy:

Art. 15. The players must get up so that they have sufficient time to wash, have breakfast and tidy up their rooms (Residence).

Art. 16. Before players go for training, their rooms must be tidy and the bed must be made to make the work of the cleaning staff easier (Residence).

Art. 17. Every player is responsible for his/her equipment and for its maintenance.

Art. 18. It is essential to read the Information Board every day in case there have been any changes to the program.

Art. 19. Balls will be changed whenever their condition requires.

Art. 20. The Academy offers a racquet stringing service which it makes available to players under the following conditions:

- a) the price is 7.5 euros per racquet, strings not included.
- b) racquets shall be given to the stringer.
- c) players are not permitted to use the stringing machine.

Art. 21. For reasons of health, hygiene and consideration for others, all players must take a shower at the end of training.

I. Exceptions

Art. 22. Players shall return to their families on Friday from 5pm and (allowing for exceptions).

SECTION IV: SUPERVISION

I. Medical follow-up

Art. 23. If a player is unwell he/she must inform the coach or the management as soon as possible so that appropriate measures can be taken.

Art. 24. For the effective prevention of injuries and, if the case arises, complete recovery, it is essential that players follow the advice of the medical staff.

Art. 25. Use of this service is not included in the fees.

Art. 26. If it is necessary to carry out a thorough examination the player will be accompanied to the doctor. In addition, if the treatment requires medication the supervisory staff will go to a pharmacy to obtain medicines. None of these medical expenses are included in the monthly fee.

Art. 27. The Academy has taken out accident insurance specifically to cover the game of tennis. Players are covered by this insurance from the time that they register.

II. Supervisor

Art. 28. The supervisor is the person responsible for players from the time that they arrive at their accommodation until the time they return to training.

Art. 29. His/her task is to ensure peace and calm in the accommodation.

SECTION V: USING THE FACILITIES AND SERVICES

I. Clubhouse:

Art. 30. Anyone entering the clubhouse must be decently dressed. Players are not permitted to enter the clubhouse bare-chested.

Art. 31. Players will take their meals in the clubhouse. The restaurant is reserved for its own customers. Nevertheless players can enter the restaurant to accompany their parents.

Art. 32. Mealtimes are from 12.30 to 1.00 pm and from 6.30 to 7.00 pm.

Art. 33. All the meals offered by the Academy have been designed for the needs of high-level sports players.

Art. 34. Players are not allowed to buy their own food and eat this in the clubhouse.

Art. 35. It is forbidden to enter the club kitchens.

Art. 36. Meals are served at table; every player will clear the table when they finish eating.

Art. 37. Players are advised not to snack between meals.

II. Changing rooms

Art. 38. Players must treat the changing rooms with respect to maintain hygiene.

Art. 39. Men and women must use the changing rooms assigned to them.

Art. 40. It is not permitted to eat in the changing rooms.

III. Laundry

Art. 41. The laundry service will take care about sheets.

IV. Bedrooms:

Art. 42. Bedrooms are meant to be places of rest. It is therefore essential to avoid making excessive noise and to respect the peace and quiet of the other residents.

Art. 43. If a player wishes to change bedroom he/she must ask the Academy's management. Changing bedrooms is only allowed if there are valid reasons, which shall be left to the discretion of the Academy's management.

Art. 44. If there is damage to the accommodation the player must show this to a person in charge at the Academy.

Art. 45. Bedrooms will not be opened without the express permission of the players, other than for the cleaning service.

Art. 46. The Academy will not be held responsible in the event of loss or theft within the Academy's grounds or the accommodation.

Art. 47. Bedrooms must be kept tidy and personal possessions must not be left on the ground, to make it easier for the cleaning service to do its work.

Art. 48. Lights must be switched off in the bedrooms at the latest by 10.00 pm.

V. Tennis courts

Art. 49. Players must ensure that nothing is left behind on the courts after training has finished (bottles of water, paper, etc.).

Art.50. Players are required to sweep the clay courts after the practice as well ensuring to pick up all the balls.

Art.51. Soda and Food are not allowed on the court.

VI. Television room and Internet:

Art. 51. Players shall keep televisions at a suitable volume in their rooms.

Art. 53. Computers can be used in the player's lounge.

VII. Office

Art. 54. The opening hours of the reception are:

Monday from 09am to 2pm.

Wednesday from 2pm to 6pm

Thursday from 4pm to 8pm

Friday from 10am to 2pm

Saturday from 10am to 1pm one weekend out of two

VIII. PLAYER'S LOUNGE

Art. 55. Players can benefit from the player's lounge at the third floor of the academy. Player's lounge is supposed to be place of rest. It is therefore essential to avoid making excessive noise and to respect the peace and quiet of the other players.

Art.56. Shoes are not allowed in the player's lounge.

Art.57. Soda and Food are not allowed in the player's lounge.

SECTION VI: FREE TIME AND REST

Remarks

Art. 58. Players are advised to rest during their free time in order to recover as quickly as possible between training sessions.

Art. 59. Players shall maintain a proper attitude in the club and/or restaurant during free time or rest times. This means, for example, not lying on the armchairs, not running, and not making noise.

Art. 60. Certain areas of the club are not accessible to players (Seminar rooms). In case of doubt, players shall enquire from the Academy's management or the club reception.

SECTION VII: IN-HOUSE RULES AT THE ACADEMY

I. Infractions and sanctions

Art. 61. Warnings, whether individual or collective, are intended to help players to discover their own qualities and weaknesses, so that when they have identified these they will be able to improve their behaviour.

Art. 62. A failure or misconduct is defined as any act or failure to act regarding a point defined in the present rules.

Art. 63. Misconduct can be deemed to be very serious, serious or minor, depending on the harm that it causes, the number of times it is repeated and the motivation of the authors.

II. Definition of very serious misconduct

Art. 64. The following constitute very serious misconducts:

- a) Committing a crime punishable under the criminal code within and outside the perimeter of the Academy.
- b) Physical violence against any player or employee of the Academy.
- c) Systematic use of threats, compulsion, intimidation or any other type of psychological harassment against any players or employees of the Academy.
- d) Possessing and consuming alcohol, tobacco or drugs.
- e) Stealing goods or equipment belonging to the Academy, other players or the Academy staff.
- f) Repeated abuse of services and deliberately damaging goods or equipment belonging to the Academy.

III. Definition of serious misconduct

Art. 65. The following constitute serious misconducts:

- a) Disrupting training, the activities or mutual harmony between other players.
- b) Using physical or psychological intimidation against any player at the Academy.
- c) Repeatedly disobeying the instructions of the staff.
- d) Immoral or scandalous conduct.
- e) Repeatedly ignoring the training programme.
- f) Repeated minor misconduct.

IV. Definition of minor misconduct

Art. 66. The following constitute minor misconducts:

- a) Abusing the services and mild damage to goods belonging to the Academy, if this has to be repaired.

- b) Occasional disruption of training, activities or harmony with other players.
- c) Failing to tidy or clean the accommodation every day, insofar as this does not harm others.
- d) An incorrect or unsuitable attitude, which is not repeated, in the clubhouse or another part of the club.
- e) Occasionally ignoring the training programme.

V. Sanctions

Art. 67. Very serious misconduct will be punished by temporary removal from the training programme or definitive expulsion from the Justine Henin Academy under the same legal and financial conditions as in the case of voluntary departure.

Art. 68. Serious misconduct will be punished by suspension of entitlement to use certain services and/or temporary modifications to the training programme.

Art. 69. Minor misconduct will be punished by warnings and/or making amends by carrying out tasks for the benefit of the Academy.

SECTION VIII: CONCLUSION

Important points:

Art. 64. The parents or guardians of minors accept complete responsibility for the actions of their children (theft, damage, etc.) within or outside the Academy and/or the accommodation.

Art. 65. The player authorises the Company to make use of the Player's personality rights (image, name, etc.) solely in the context of presenting and/or promoting the Justine Henin Academy using any media whatsoever.

Art. 66. The management of the Justine Henin Tennis Academy reserves the right to change the present rules on condition that it notifies the same to all the players before the changes come into effect.