

# Strathcona County Pickleball Association (SCPA)



## Event Attendance / No Show Policy

The Club strives to ensure maximum play time for all members and because court space is limited, an Event Attendance / No-Show Policy is required for the good of all members.

Events are organized and members can register to attend any event for which they are eligible. The registration system does not have a wait list and once full, does not provide for any additional registrations. It is therefore **extremely important** that any member who is unable to attend an event promptly cancels their registration. When a member does not cancel in time it denies another member the opportunity to play.

Members are required to check in at the Courts for the event **15 minutes before** the commencement of the event. This allows the captain time to organize play for the event for all members who arrived on time. A member who arrives late (*i.e., less than 10 minutes before the start of the event*), **will not** be allowed to participate, as the order of play will have already been set by the captain.

The following process will take effect:

1. If more than 2 hours before the start of the event, the member must log into the Pickleball Canada National System ("PCNS") and remove their name from the event (see Schedule I attached for instructions).
2. If less than 2 hours before the start of the event, *the member will notify the Captain of the event by text or telephone.*
3. Should a member not cancel and is *absent from or late for* an event, the corrective actions below will apply:
  - (a) **First "No Show/Late"** – a friendly reminder email will be sent to the member reminding them of the importance of cancelling their registration within the required time period as set out above.
  - (b) **Second "No Show/Late"** - an email will be sent to the member reminding the member of the importance of cancelling their registration within the required time as set out above and requesting the reason for their absence.
  - (c) **Third "No Show/Late"** - the member will be sent an email cautioning that a further instance will result in their removal from play for a period of 2 weeks.
  - (d) **Fourth "No Show/Late"** - the member will be notified that they are removed from play for a period of 2 weeks.