

Dear Parent or Guardian,

We are glad your child is joining us for the Summer Youth Tennis Program. The program is a collaborative effort between the Houston Parks and Recreation Department (HPARD) and the Houston Tennis Association (HTA) and is a chapter of the National Junior Tennis & Learning network or NJTL. Founded in 1969 by the late Arthur Ashe, NJTL uses tennis to reach out to the community and provide for the healthy development of young people on and off the court. The Houston chapter originated in 1990, so we are celebrating 28 years! We want this summer to be a positive experience and have composed this parent letter in an effort to make sure you are aware of what to expect. (Handouts may also be found at [www.houstonyouthtennis.org](http://www.houstonyouthtennis.org).)

**Registration Policy:** Each student must be registered prior to beginning class. Online registration is available at [www.houstonyouthtennis.org](http://www.houstonyouthtennis.org) or a paper form may be completed on the first day of class at the site. If a child attends more than one park, a separate registration is required for each site. Students must sign up for their age category and only for that class time. No new registrants accepted after first week and class size may be limited.

**For Class:** Students must wear tennis shoes and comfortable clothes for tennis class. Sunscreen, hats, and water brought from home help deal with the heat. Using the restroom prior to class time is advised. Equipment is provided for use during class. Please label racquets and any other personal items with student's name.

**Rain Policy:** In case of rain that makes the tennis courts wet and therefore unplayable, class will not be held. Classes resume regular schedule as soon as possible and classes cancelled due to weather are not made up. Instructors will discuss notification plans, but if in doubt, use your best judgment.

**Pick-Up Policy:** Children must be picked up at the end of their designated class time. The tennis instructors supervise students during tennis class only, and cannot be responsible for students outside of class. Late pick-ups will result in a child being dismissed from the program. Parents are welcome to watch classes from outside of the court area, but should not interfere with the class. Only cleared volunteers may assist instructor with the children.

**Behavior Policy:** Maintaining a safe and positive environment is a priority. If a student becomes a consistent problem in class, the parent or guardian will be notified and child may be dismissed.

**Art, Writing & Reading:** The back of this sheet describes educational and creative activities included in NJTL. Please take time to review these opportunities and encourage your child to participate.

**T-Shirts:** Students who attend at least 12 tennis and education classes during the summer qualify to receive a program t-shirt. A student may only receive one program t-shirt during the summer, even if he or she attends both sessions. Program t-shirts must be worn to the NJTL Kids' Day Tennis Festival.

**NJTL Kids' Day:** The celebratory season-ending event is the NJTL Kids' Day. Students attending at least 12 summer tennis and education classes are eligible. Bus transportation is provided and the morning includes special presentations, tennis, entertainment, snacks and a display of art and writing contest entries. Parents may attend as spectators but transportation and refreshments are provided for NJTL kids only. The event is scheduled for Thursday, July 26, at Memorial Park. Details will be given out by instructors in late July.

**Adult Tennis Programs:** For beginners and returning players interested in low-cost clinics/drills, contact Kimhak Pech at [kimhak.pech@gmail.com](mailto:kimhak.pech@gmail.com) for more information about HTA/USA Adult Tennis Programs.

**Supporting the Program:** Financial support helps us continue offering free youth programs and opportunities. Please consider making a \$25 contribution either by joining the Houston Youth Tennis Association where \$25 gets an age-appropriate racquet and ball for your child, purchasing raffle tickets or simply making a donation. To join HYTA, go to [www.houstonyouthtennis.org](http://www.houstonyouthtennis.org) or ask your tennis coach for a brochure. NJTL Raffle information is available at [www.houstontennis.org](http://www.houstontennis.org) or mention your interest to your tennis coach. Tax-deductible donations made payable to HTA NJTL may be mailed to HTA NJTL, 3535 Briarpark Drive, Suite 215, Houston TX 77042.

If you have any questions, complaints, comments, or are interested in becoming a volunteer (requires a form and background clearance), please contact us at the Youth Tennis Office, c/o Memorial Park Tennis Center, 1500 Memorial Loop Dr., Houston TX 77007, Phone: (832) 395-7561, Fax: (832) 395-7158.

Emily Schaefer  
Director of Tennis  
Houston Parks and Recreation Department