



Medical Leave Policy

Kingston Pickleball Club

Purpose:

This policy outlines the procedure for suspending a membership due to medical reasons at the Kingston Pickleball Club.

Policy Statement:

Members may request a temporary suspension of their membership due to medical reasons that prevent them from participating in club activities. By following this policy, the Kingston Pickleball Club aims to accommodate members facing medical challenges while ensuring fairness and clarity in the management of memberships.

Procedure:

Members must submit their request via email to the Membership Committee Chair of the Kingston Pickleball Club. The request must include:

- First and last name of the member
- Medical cause (a brief description, as to medical reason for the request to leave)
- Start date and return date of the expected leave of absence
 - **Note:** In some cases, the committee of the board may request medical documentation

Time Limit:

All medical suspensions will be minimum 1 month up to a maximum time limit of six (6) months from the start date of the suspension. Members may reapply for an extension if the medical condition persists, subject to additional documentation.

Fees and Membership Terms During Suspension:

Fees: No monthly or annual membership fees will be assessed while a membership is suspended.

Membership Resumption: The membership will automatically resume once the suspension period expires.

Monthly Memberships: Monthly fees will resume at the rate that was in effect prior to the suspension.

Annual Memberships: The duration of the medical suspension will be added to the membership period, extending the membership's expiration date by the length of the suspension.

Communications:

- Members will be notified via email once a decision has been made.
- It is the responsibility of the member to inform the club of any changes to their medical condition that could affect the duration of their suspension.
- Any other relevant medical request due to extenuating circumstance will be considered by the committee.

Effective September 09, 2024