

DATE	EVENT	ADDITIONAL INFORMATION	COMMUNICATIONS
Thursday, 24 March 2016	<b>LEVEL 2 SELECTION TRIALS INVITATION ISSUED</b>	<ul style="list-style-type: none"> <li>Ensure you are registered for your preferred trial session and that you have received a confirmation of your trial time</li> </ul>	Level 2 Trial Invitation Email
MARCH & APRIL	<b>EOI - BALLKID LEADERSHIP PROGRAM</b>	<ul style="list-style-type: none"> <li>Open to all <b>Returning</b> Ballkids from AO/AOS events; must complete EOI in order to receive formal application</li> </ul>	<a href="#">Click Here for the Ballkid Leadership EOI</a>
Saturday, 30 April & Sunday, 1 May	<b>LEVEL 2 SELECTION TRIALS</b>	<ul style="list-style-type: none"> <li>Refer to 'Latest Updates' section of Ballkids website for more information</li> <li>Ensure you are properly prepared for the trials in order to give yourself the best chance of selection</li> </ul>	
<b>MAY</b>			
Tuesday, 17 May 2016	<b>BALLKID LEADERSHIP PROGRAM EOI CLOSES</b>	<ul style="list-style-type: none"> <li>Open to all <b>Returning</b> Ballkids from AO/AOS events</li> </ul>	<a href="#">Click Here for the Ballkid Leadership EOI</a>
Wednesday, 18 May 2016	<b>TRAIN-ON SQUAD ANNOUNCED</b>		
Wednesday, 18 May 2016	<b>BALLKID LEADERSHIP PROGRAM FORMAL APPLICATIONS SENT OUT</b>	<ul style="list-style-type: none"> <li>Applications will only be sent to those Ballkids who have completed an EOI before 17 May 2016</li> </ul>	Train-On Squad Invitation Email
Wednesday, 18 May to Wednesday, 8 June 2016	<b>BALLKID LEADERSHIP PROGRAM APPLICATION WINDOW</b>		
Wednesday, 1 June 2016	<b>REGISTRATION OPEN</b> Training Session 1	<ul style="list-style-type: none"> <li>Be careful when selecting your preferred session date and time; once selected, this <b>cannot</b> be changed</li> <li>Make a note of your selected training time for future reference</li> <li>Refer to 'Training Session Overview' for more information on your training requirements</li> </ul>	Training Session 1 Registration Email
<b>JULY</b>			
Monday, 4 July 2016	<b>REGISTRATION CLOSSES 11.45 PM</b> Training Session 1 (ALL SESSIONS)	<ul style="list-style-type: none"> <li>Ensure you are registered for your first training session; if you are not registered by today, you will be assigned to a session by the Ballkid Operations Team</li> </ul>	

DATE	EVENT	ADDITIONAL INFORMATION	COMMUNICATIONS
Saturday, 9 July & Sunday 10 July 2016	<b>TRAINING SESSION 1a &amp; 1b NEW BALLKIDS* ONLY MELBOURNE PARK</b>  <b>NEW PARENT INFORMATION SUNDAY 10 JULY ONLY</b>	<ul style="list-style-type: none"> <li>• New Ballkids are those who did not work AO or AOS events in 2016</li> <li>• New Ballkids will be required to attend 1 half day session on Saturday (Session 1a) &amp; 1 half day session on Sunday (Session 1b)</li> <li>• Collect AO Ballkids training shirt &amp; cap</li> <li>• Compulsory New Parent Communication Session to be conducted for parents/guardians of all new Ballkids (30 minute session)</li> </ul>	
Saturday, 9 July 2016	<b>BALLKID LEADERSHIP PROGRAM ASSESSMENT AFTERNOON</b>	<ul style="list-style-type: none"> <li>• Details to be confirmed in June 2016</li> </ul>	
Saturday, 16 July & Sunday 17 July 2016	<b>TRAINING SESSION 1c &amp; 1d NEW BALLKIDS* ONLY MELBOURNE PARK</b>  <b>NEW PARENT INFORMATION SUNDAY 17 JULY ONLY</b>	<ul style="list-style-type: none"> <li>• New Ballkids are those who did not work AO or AOS events in 2016</li> <li>• New Ballkids will be required to attend 1 half day session on Saturday (Session 1c) &amp; 1 half day session on Sunday (Session 1d)</li> <li>• Collect AO Ballkids training shirt &amp; cap</li> <li>• Compulsory New Parent Communication Session to be conducted for parents/guardians of all new Ballkids (30 minute session)</li> </ul>	
Monday, 18 July 2016	<b>REGISTRATION OPEN</b> Training Session 2	<ul style="list-style-type: none"> <li>• Be careful when selecting your preferred session date and time; once selected, this <b>cannot</b> be changed</li> <li>• Make a note of your selected training time for future reference</li> <li>• Refer to 'Training Session Overview' for more information on your training requirements</li> </ul>	
Saturday, 23 July & Sunday 24 July 2016	<b>TRAINING SESSION 1e &amp; 1f RETURNING BALLKIDS* ONLY MELBOURNE PARK</b>	<ul style="list-style-type: none"> <li>• Returning Ballkids are those who did work AO or AOS events in 2016</li> <li>• Returning Ballkids will only be required to attend ONE (1) session over the weekend</li> <li>• Collect AO Ballkids training shirt &amp; cap</li> </ul>	
Friday, 29 July 2016	<b>BALLKIDS PROGRESS REPORTS</b> Now available online via the AO Ballkids Secure Website	Ballkids Progress Reports from New Ballkids Training Session 1 <b>ONLY (July 9 to 24)</b>	<b>Ballkids Progress Report SMS</b>

## AUGUST

DATE	EVENT	ADDITIONAL INFORMATION	COMMUNICATIONS
Monday, 8 August 2016	<b>REGISTRATION CLOSES 11.45 PM</b> Training Session 2 (ALL SESSIONS)	<ul style="list-style-type: none"> <li>Ensure you are registered for your first training session; if you are not registered by today, you will be assigned to a session by the Ballkid Operations Team</li> </ul>	
Saturday, 13 August 2016 & Sunday, 14 August 2016	<b>TRAINING SESSION 2</b> AO Ballkids Training Melbourne Park VICTORIAN BALLKIDS ONLY	<ul style="list-style-type: none"> <li>Wear your AO Ballkids training uniform (hat and shirt)</li> <li>Bring your drink bottle</li> <li><i>* Are you required to participate in a 'makeup' session? If so, please contact the Ballkids office to arrange this</i></li> </ul>	
Monday, 15 August 2016	<b>REGISTRATION CLOSES 11.45 PM</b> Training Session 3 (ALL SESSIONS)	<ul style="list-style-type: none"> <li>Ensure you are registered for your first training session; if you are not registered by today, you will be assigned to a session by the Ballkid Operations Team</li> </ul>	
Friday, 19 August 2016	<b>BALLKIDS PROGRESS REPORTS</b> Now available online via the AO Ballkids Secure Website	Ballkids Progress Reports from Returning Ballkids Training Session 2	Ballkids Progress Report SMS

## SEPTEMBER

Saturday, 10 September 2016 & Sunday, 11 September 2016	<b>TRAINING SESSION 3</b> AO Ballkids Training Melbourne Park ALL BALLKIDS (INC, INTERSTATE)	<ul style="list-style-type: none"> <li>Wear your AO Ballkids training uniform (hat and shirt)</li> <li>Bring your drink bottle</li> <li><i>* Are you required to participate in a 'makeup' session? If so, please contact the Ballkids office to arrange this</i></li> </ul>	
Monday, 12 September 2016	<b>REGISTRATION OPEN</b> Training Session 4	<ul style="list-style-type: none"> <li>Be careful when selecting your preferred session date and time; once selected, this <b>cannot</b> be changed</li> <li>Make a note of your selected training time for future reference</li> <li>Refer to 'Training Session Overview' for more information on your training requirements</li> </ul>	Training Session 4 Registration Email
12 September – 15 October 2016	<b>PRACTICE</b> Familiarise yourself with the AO Ballkids Secure Website – <a href="http://ballkids.tennis.com.au/">http://ballkids.tennis.com.au/</a>	<p>Continue to practice all the skills learnt during training. Refer to your report card for areas you may need to work on</p> <p>Access training resources on the AO Ballkids Secure Website</p> <p><b>Note carefully:</b> Key Dates, Training &amp; Practice (Resources), Court Positions</p>	
Friday, 16 September 2016	<b>BALLKIDS PROGRESS REPORTS</b> Now available online via the AO Ballkids Secure Website	Ballkids Progress Reports from Returning Ballkids Training Session 3 <b>ONLY</b>	

DATE	EVENT	ADDITIONAL INFORMATION	COMMUNICATIONS
<b>OCTOBER</b>			
Monday, 10 October 2016	<b>REGISTRATION CLOSES 11.45 PM</b> Training Session 4	Ensure you are registered for your first training session; if you are not registered by today, you will be assigned to a session by the Ballkid Operations Team	
Saturday, 15 October 2016 & Sunday, 16 October 2016	<b>TRAINING SESSION 4</b> AO Ballkids Training Melbourne Park ALL BALLKIDS (INC INTERSTATE)	<ul style="list-style-type: none"> <li>Wear your AO Ballkids training uniform (hat and shirt)</li> <li>Bring your drink bottle</li> </ul> <p><i>* Are you required to participate in a 'makeup' session? If so, please contact the Ballkids office to arrange this</i></p>	
Friday, 21 October 2016	<b>BALLKIDS PROGRESS REPORTS</b> Now available online via the AO Ballkids Secure Website	Ballkids Progress Reports from Training Session 4 <b>ONLY (October 17 &amp; 18)</b>	Ballkids Progress Report SMS
Monday, 24 October 2016	<b>AO2016 BALLKIDS MAIN SQUAD ANNOUNCED</b> (Not before 5.00pm)	Ballkids who are invited to join the <b>Main Squad</b> will also receive the following to complete; <ul style="list-style-type: none"> <li>Ballkids Uniform Survey</li> <li>Ballkids Tournament Preparation Survey</li> <li>Ballkids Volunteer Contract</li> </ul>	FINAL SELECTION EMAILS
Monday, 24 October 2016	<b>REGISTRATION OPEN</b> Training Session 5	<ul style="list-style-type: none"> <li>Be careful when selecting your preferred session date and time; once selected, this <b>cannot</b> be changed</li> <li>Make a note of your selected training time for future reference</li> <li>Refer to 'Training Session Overview' for more information on your training requirements</li> </ul>	Main Squad Announcement Email
Sunday, 30 October 2016	<b>DUE TODAY</b> Tournament Availability Survey AO Staff Uniform Survey		
<b>NOVEMBER</b>			
Monday, 7 November 2016	<b>REGISTRATION CLOSES 11.45 PM</b> Training Session 5	Ensure you are registered for your first training session; if you are not registered by today, you will be assigned to a session by the Ballkid Operations Team	
Monday, 14 November 2016	<b>DECEMBER SHOWDOWN ROSTER NOW AVAILABLE ONLINE</b>	<ul style="list-style-type: none"> <li>December Showdown Roster available online via the Ballkids Website.</li> <li><b>Check the roster carefully and note the times and days you have been rostered to work.</b></li> </ul>	

DATE	EVENT	ADDITIONAL INFORMATION	COMMUNICATIONS
Saturday, 12 November 2016 & Sunday, 13 November 2016	<b>TRAINING SESSION 5</b> AO Ballkids Training Melbourne Park MAIN SQUAD BALLKIDS ONLY	<ul style="list-style-type: none"> <li>Wear your AO Ballkids training uniform (hat and shirt)</li> <li>Bring your drink bottle</li> </ul> <p><i>* Are you required to participate in a 'makeup' session? If so, please contact the Ballkids office to arrange this</i></p> <p><b>MAIN SQUAD PARENT INFORMATION SESSION</b> Compulsory information session for all parents of main squad Ballkids</p>	
Friday, 18 November 2016	<b>BALLKIDS PROGRESS REPORTS</b> Now available online via the AO Ballkids Secure Website	Ballkids Progress Reports from Training Session 5 <b>ONLY (November 12 &amp; 13)</b>	Ballkids Progress Report SMS
November 2016 Dates to be Confirmed	<b>ASIA PACIFIC TENNIS LEAGUE VICTORIAN CONFERENCE</b>	<ul style="list-style-type: none"> <li>Details to be confirmed in August 2016</li> </ul>	
November 2016 - January 2017	<p><b>PRACTICE</b> Familiarise yourself with the AO Ballkids Secure Website - <a href="http://ballkids.tennis.com.au/">http://ballkids.tennis.com.au/</a></p> <p><b>PURCHASE COMBINATION LOCK</b> Approximately 5cm in length</p>	<ul style="list-style-type: none"> <li>Continue to practice all the skills learnt during training. Refer to your report card for areas you may need to work on</li> <li>Access training resources on the AO Ballkids Secure Website</li> <li><b>PADLOCKS; locks are not provided so you will need a padlock to keep your belongs safe in your locker while you are on shift (combination locks are preferred)</b></li> </ul>	
<b>DECEMBER</b>			
Sunday, 4 December 2016	<p><b>AO BALLKIDS TEAM RALLY</b> Uniform Collection Accreditation Collection Time to be confirmed in November 2016 Melbourne Park Function Centre</p>	<ul style="list-style-type: none"> <li>You <b>WILL NOT</b> be able to collect your uniform or your accreditation unless you have completed the following;</li> <li>Ballkids Media Questionnaire</li> <li>Ballkids Volunteer Agreement</li> <li>Australian Open Staff Online Induction</li> </ul> <p><b>Attendance at this session is compulsory for all AO Ballkids and one parent/guardian.</b></p>	
Monday, 5 December - Sunday, 18 December 2016	<b>DECEMBER SHOWDOWN</b> ALL AO MAIN SQUAD unior Tour 18s & 16s Australian Open Wildcard Playoff Melbourne Park	AO Ballkid s are required to for at least <b>ONE</b> day of the December Showdown; December Showdown Roster will be available online (date TBC)	

DATE	EVENT	ADDITIONAL INFORMATION	COMMUNICATIONS
<b>AO 2017 - JANUARY</b>			
<b>FULL AVAILABILITY IS REQUIRED FROM TUESDAY 10 JANUARY TO SUNDAY 29 JANUARY 2017</b>			
Friday, 6 January 2017	<b>SITE LOCKDOWN</b>	<ul style="list-style-type: none"> <li>You will need your accreditation and full uniform to access Melbourne Park from this day</li> <li><b>NO ACCREDITATION, NO ACCESS, NO EXCEPTIONS</b></li> </ul>	<b>PLEASE NOTE:</b> Ballkids who forget their accreditation pass will be required to return home to collect their pass. Replacement/temporary passes will not be issued in order to gain access to the site
Tuesday, 10 January 2017	<b>REMINDER</b> Purchase your combination lock by today!	Locks should be a combination style and be approximately 5cm in length	
Tuesday, 10 January 2017	<b>AO BALLKIDS ORIENTATION DAY</b> More information on the Orientation Day will follow in January 2016	<ul style="list-style-type: none"> <li>You will need your accreditation and full uniform to access Melbourne Park from this day</li> <li><b>NO ACCREDITATION, NO ACCESS, NO EXCEPTIONS</b></li> <li>Check your roster carefully for your first shift on the AO Ballkids Secure Website</li> </ul>	
Wednesday, 11 January - Saturday, 14 January 2017	<b>AUSTRALIAN OPEN QUALIFYING BALLKID DUTIES DAY ONE</b>	<ul style="list-style-type: none"> <li><b>FULL UNIFORM:</b> Hat, sunglasses, koolit, shirt, shorts, socks, shoes, drink bottle</li> <li>Pack snacks and food as the staff cafe is very busy during peak lunch and dinner periods. Low GI muesli bars, for example, are a great energy source. Water is the best for hydration.</li> </ul>	
Monday, 16 January - Sunday, 29 January 2017	<b>AUSTRALIAN OPEN MAIN DRAW</b> <b>AUSTRALIAN OPEN LEGENDS</b> <b>AUSTRALIAN OPEN JUNIORS</b> <b>AUSTRALIAN OPEN WHEELCHAIR</b>	<ul style="list-style-type: none"> <li>Check your roster daily on the AO Ballkids Secure Website</li> <li><b>ENSURE YOU WEAR YOUR FULL UNIFORM WHEN ONSITE</b></li> </ul>	
Sunday, 29 January 2017	<b>BALLKIDS THANK YOU PARTY</b>	More information on the Ballkids Thank You Party (including d time) will be communicated in January 2016	

DATE	EVENT	ADDITIONAL INFORMATION	COMMUNICATIONS
<b>KEY TRAINING DATES</b>			
TRAINING SESSION 1*	<b>NEW BALLKIDS</b> July 9 & 10 OR July 16 & 17	<b>RETURNING BALLKIDS</b> July 23 & 24	<p><b>NEW BALLKID DEFINITION</b> Children who were not part of the AO2016 Train-on Squad or an AOS Ballkids Squad (includes children who may have been Ballkids in previous years)</p> <p><b>RETURNING BALLKID DEFINITION</b> Children who were part of the AO2016 Train-on Squad or an AOS Ballkids Squad</p> <p>*Training Session 1 for New Ballkids will comprise 2 sessions, one on Saturday and one on Sunday. This does not apply for returning Ballkids</p>
TRAINING SESSION 2	<b>ALL BALLKIDS (NOT INCLUDING INTERSTATE BALLKIDS)</b> August 13 & 14		
TRAINING SESSION 3	<b>ALL BALLKIDS</b> September 10 & 11		
TRAINING SESSION 4	<b>ALL BALLKIDS</b> October 15 & 16		
TRAINING SESSION 5	<b>ALL BALLKIDS (NOT INCLUDING INTERSTATE BALLKIDS)</b> November 12 & 13		















