



**County Sligo Golf Club**

**Safeguarding Policy**

**for**

**Golf for Young People**

**March 2018**

## *Table of Contents*

	<i>Page Nos</i>
<b>Glossary</b>	<b>3</b>
<b>1.0 Introduction to CSGC policy</b>	<b>5</b>
<b>2.0 Core Values in Sport for Young People</b>	<b>6</b>
<b>3.0 Policies &amp; Procedures</b>	<b>7</b>
<b>3.1 Disciplinary, Complaints and Appeals Procedure</b>	<b>7</b>
<b>3.2 Bullying Policy Statement</b>	<b>8</b>
<b>3.3 Recruitment and Supervision Policy for         Golf Leaders/Volunteers</b>	<b>9</b>
<b>Guidelines and Codes of Conduct</b>	
<b>4.0 Guidelines &amp; Codes of Conduct for Leaders</b>	<b>10</b>
<b>5.0 Code of Conduct for Young People</b>	<b>12</b>
<b>6.0 Guidelines for Parents</b>	<b>14</b>
<b>7.0 General Guidelines in relation to working with Children</b>	<b>15</b>
Travelling & Supervision	
Safety & Physical Contact	
Late collection	
Mobile Phones	
Guidelines on use of Photographic and Filming Equipment	
Away trips	
Rules for Juniors Playing	
<b>8.0 Child Welfare and Protection Procedures &amp; Reporting</b>	<b>18</b>
<b>Appendices</b>	
<b>1. Recruitment Form for Golf Leaders/ Volunteers</b>	<b>23</b>
<b>2. Rules For Juvenile Boys playing</b>	<b>25</b>
<b>3. Rules For Juvenile Girls playing</b>	<b>27</b>
<b>4. Application Form for New Team / Panel Member</b>	<b>28</b>
<b>5. Application Form for New Junior Member</b>	<b>29</b>
<b>6. Code of Conduct for Young People</b>	<b>30</b>
<b>7. Guidelines for Parents / Guardian</b>	<b>31</b>
<b>8. Other Consent Forms that may be used</b>	<b>32</b>

## **Glossary**<sup>[U1]</sup><sup>[U2]</sup>

### **Golf**

Golf, when referred to as a collective authority, shall mean the GUI, ILGU, the PGA in Ireland and CGI.

### **GUI**

The Golfing Union of Ireland, founded in 1891, the National Administrative Authority for Men's Amateur Golf in Ireland.

### **ILGU**

The Irish Ladies' Golf Union, founded in 1893, the National Administrative Authority for Ladies Amateur Golf in Ireland.

### **PGA**

The Professional Golfers' Association (Irish Region), originally founded in 1911 by the GUI at the request of the Professional Golfers of Ireland and then known as the Irish Professional Golfers' Association, the Governing Authority for Professional Golf in Ireland.

### **CGI**

The Confederation of Golf in Ireland (CGI) was established to support, promote and develop the game of golf on the island of Ireland. A not for profit organisation, the CGI was established by the Golfing Union of Ireland (GUI), the Irish Ladies Golf Union (ILGU) and the Professional Golfers Association in Ireland (PGA) to complement the work of the three associations in advancing the game of golf in Ireland.

**SI & SCI** Sport Ireland and the Sport Northern Ireland.

### **Junior Convenor**

The individual(s) in the club/organisation who heads the Junior Golf Committee or oversees the development of junior programmes.

### **Designated Liaison Person (DLP)**

The Designated Liaison Person is responsible for ensuring that reporting procedures within an organisation are followed so that child welfare and protection concerns are referred promptly to the Statutory Authorities. The Designated Liaison Person should record all concerns or allegations of child abuse brought to his/her attention, and the actions taken following receipt of a concern or allegation of child abuse.

### **National Designated Liaison Person**

Is the same as a DLP (above) but at National level.

### **National Children's Officer (NCO)**

A nominated person within each body to advise on all matters in relation to safeguarding.

### **Club Children's Officer (CO)**

Club Children's Officers should be junior centred in focus and have as the primary aim, the establishment of a junior centred environment within the club. S/he is the link between children and the adults in the club. S/he also takes responsibility for monitoring and reporting to the Club Management Committee on how club policy impacts on young people and Golf Leaders.

**Leader**

A volunteer, PGA Professional or qualified coach who works with and/or facilitates juniors to learn and compete in golf. A volunteer includes, but is not limited to, Junior Convenors, Teachers, Coaches, Golf Professionals and members of the Junior Golf Committees and those appointed to positions of trust with young people.

**Parent** Parent shall mean parent, guardian or carer.

**Juniors/Junior members**

The terms “junior member, juniors, young people and children” will be used interchangeably in the text to refer to those under 18 years of age.

**The Safeguarding Policy**

This Safeguarding Policy for Golf for Young People – this document, is based on guidelines from CGI, which is based on those of the SI and SNI.

**Statutory Authorities**

Refers to those who have statutory responsibility for the welfare and protection of young people in Ireland, namely An Garda Síochána / PSNI and Tusla Child and Family Agency / Health and Social Care Trust.

## **1.0 Introduction to CSGC Policy**

Based on a range of national guidelines with respect to the safeguarding of children within sport, County Sligo Golf Club is firmly committed to meeting their responsibilities in this regard.

The guidelines in this document are based on the national guidelines as outlined in the following documents:

- Code of Ethics and Good Practice for Children's Sport, Sports Ireland (SI) & Sports Council Northern Ireland (Sport NI), 2005
- Children First: National Guidance for the Protection and Welfare of Children, Dept. of Health & Children 1999, revised 2009 and again in 2011 by the Department of Children and Youth Affairs
- Our Duty to Care, Dept. of Health & Children 2002
- National Vetting Bureau (Children and Vulnerable Persons) Acts 2012 to 2016
- Children First Act 2015 [U3]
- CGI Golfs Safeguarding Policy (<http://www.cgigolf.org/safeguarding> accessed 2 March 2018)

### **1.1 Policy Statement of County Sligo Golf Club**

County Sligo Golf Club is fully committed to safeguarding the well-being of their members. Every individual in County Sligo should, at all times, show respect and understanding for members rights, safety and welfare and conduct themselves in a way that reflects the principles of the organisation and the guidelines contained in the Safeguarding Policy.

In working with young people in golf our first priority is the welfare of the young people and we are committed to providing an environment that will allow participants to perform to the best of their ability, free from bullying and intimidation.

## **2.0 Core Values in Sport for Young People**

Junior golf is based on the following principles that will guide the development of young people within golf, (as outlined in page 9, *Code of Ethics and Good Practice for Children's Sport*). Young People's experience of sport should be guided by what is best for the young person. The stages of development and the ability of the young person should guide the types of activity provided within the club/organisation. Adults will need to have a basic understanding of the needs of young people, including physical, emotional and personal.

### **2.1 Integrity in relationships:**

Adults interacting with young people in sport should do so with integrity and respect for the child. There is a danger that sporting contexts can be used to exploit or undermine children. All adult actions in sport should be guided by what is best for the child and in the context of quality, open working relationships. Verbal, physical, emotional or sexual abuse of any kind is unacceptable within sport.

### **2.2 Quality atmosphere and ethos**

Sport for young people should be conducted in a safe, positive and encouraging atmosphere. A child-centred ethos will contribute to a safe and enjoyable atmosphere within the organisation.

### **2.3 Equality**

All children should be treated in an equitable and fair manner regardless of age, ability, sex, religion, social and ethnic background or political persuasion. Children with disability should be involved in sports activities in an integrated way, thus allowing them to participate to their potential alongside other juniors.

### **2.4 Fair Play:**

Fair play is the guiding principle of the *Code of Ethics and Good Practice for Children's Sport*. All sport for young people should be conducted in an atmosphere of fair play. Ireland has contributed and is committed to the European Code of Sports Ethics, which defines fair play as: "much more than playing within the rules". It incorporates the concepts of friendship, respect for others and always playing with the right spirit. Fair play is defined as a way of thinking, not just behaving. It incorporates issues concerned with the elimination of opportunities, excessive commercialisation and corruption.

(European Sports Charter and Code of Ethics, Council of Europe, 1993).

### **2.5 Competition**

A balanced approach to competition can make a significant contribution to the development of young people, while at the same time providing fun, enjoyment and satisfaction. However, competitive demands are often placed on children too early, which results in excessive levels of pressure on them. This can contribute to a high level of drop out from sport. Sports leaders should aim to put the welfare of the child first and competitive standards second. A child-centred approach will help to ensure that competition and specialisation are kept in their appropriate place.

## **3.0 Policies & Procedures**

### **3.1 Disciplinary & Complaints Procedure**

Complaints in relation to young people, their coaches and their parents should be dealt with under the 'disputes' rule contained within the club's constitution. When complaints involve juniors the Junior Convenor should be included in all relevant discussions.

- Complaints may be lodged by all members of the club
- They should be received in writing by the lead officer / junior convenor of the club. Complaints should be made to the club secretary/manager if it is about the lead officer or convenor.
- The complaint should outline all relevant details about the parties involved
- The DLP / junior convenor may convene a disciplinary committee of 3 (including members involved with junior golf). However, if the complaint involves the possibility of a criminal offence the convenor should talk to the lead officer within the club or organisation as appropriate, who will follow the Code's reporting procedure. The statutory authorities will then be informed.
- The disciplinary committee should hear the case of all parties involved and decide if a rule or regulation of the Code has been infringed
- They should, in writing, inform those involved of the sanctions to be imposed. Written notification should be given to parents if the complaint is against a junior member
- Keep all records on file (decide for how long and with who – by junior convenor until young person concerned becomes full member within the club)
- If any party does not agree with the disciplinary committee they can appeal the decision in writing within 10-day period
- The appeals committee is convened by the junior convenor, whose chairperson should be taken from the executive committee and include those who have not been on the original disciplinary committee
- The appeals committee should confirm or set aside or change any sanction imposed by the disciplinary committee.
- If the issue cannot be resolved at local level the complaint may be referred to the Council / Union whose decision shall be final

For complaints in relation to PGA members the DLP should be contacted in order to ensure the PGA process is followed.

#### **Safeguarding Complaints**

The majority of concerns will be poor practice issues and should be dealt with by the club, but for those complaints that cause serious grounds for concern (contact National DLP for further advice) the CSGC Safeguarding Policy reporting procedures will be followed.

- Complaints should be received in writing/email by the National DLP of the union, CGI or the PGA Lead Compliance Officer. (see appendix 11 for contact details)
- The complaint should outline all relevant details about the parties involved
- If the complaint involves the possibility of a criminal offence, the National DLP will follow the Policy's reporting procedure. The Statutory Authorities will then be informed
- The DLP may convene a disciplinary committee (including 3 members involved with junior golf at Provincial/District or National level).
- While maintaining confidentiality the appropriate disciplinary committee with safeguarding knowledge should hear the case of all parties involved and decide if behaviour has breached The Club's Safeguarding Policy.

- They should, in writing inform those involved of the sanctions to be imposed. Written notification should be given to parents if the complaint is against a junior member
- Records of poor practice complaints should be kept on file by the Unions until the young person concerned becomes a full member within golf. The PGA will hold appropriate case management records in relation to their own members and staff at their national headquarters in accordance with data protection legislation and UK Child Protection legislation.

### **3.2 Anti Bullying Policy**

Bullying can occur between an adult and young person, and young person to young person. In either case it is not acceptable within CSGC. The competitive nature of golf can create an environment that provides opportunities for bullying. The bully may be a parent who pushes too hard, a coach who adopts a win-at-all costs philosophy, a young player who intimidates another or an official who places unfair pressure on a person.

Bullying can only survive in an environment where the victim does not feel empowered to tell someone who can help or in which it is not safe to do so. The damage inflicted by bullying can frequently be underestimated. It can cause considerable distress to young people, to the extent it effects their health and development, or at the extreme, causes them significant harm.

#### **How can it be prevented?**

- Ensure that all members follow the **Code of Conduct**, which promotes the rights and dignity of each member
- Deal with any incidents as they arise
- Use a whole group policy or ‘no-blame approach’, i.e. not ‘bullying the bully’ but working with bullies and the group of young people, helping them to understand the hurt they are causing, and so make the problem a ‘shared concern’ of the group
- Reinforce that there is ‘a permission to tell’ culture rather than a ‘might is right’
- Encourage young people to negotiate, co-operate and help others, particularly new or children with specific needs
- Offer the victim immediate support and put the ‘no blame approach’ into operation
- Never tell a young person to ignore bullying, they can’t ignore it, it hurts too much
- Never encourage a young person to take the law into their own hands and beat the bully at his/her own game
- Tell the victim there is nothing wrong with them and it is not their fault

For further information on bullying and the ‘no-blame’ approach see website, [CGI Safeguarding Policy Appendix 8](#)

### 3.3 Recruitment & Supervision Policy for Golf Leaders/Volunteers

County Sligo Golf Club will take all reasonable steps to ensure that adults working with young people are suitable and appropriately qualified. Recruitment and/or supervision procedures should apply to all persons with substantial access to young people, whether paid or unpaid. A decision to appoint a Leader is the responsibility of the club and not of any one individual within it. The relevant committee(s) should ratify all recommendations for appointment.

Leaders working with young people in golf should have the appropriate experience, hold the necessary qualifications and attend the appropriate training as arranged by the club or CGI.

#### The following may be used as a suitable procedure:-

- The responsibilities of the role and the level of experience/qualifications required should be drawn up and clearly stated
- Once voted / nominated to a position the Leader should be made aware of the **code of conduct** and any related guidelines within this document
- **Existing** club members should sign the appropriate code of conduct, including the self-declaration questions, (see overleaf). Leaders should also be requested to undergo vetting (Garda vetting in the Republic of Ireland).
- **New** Leaders should fill in an information form, giving names of two referees that can be contacted and should answer the self-declaration questions. (See page 14). New Leaders should also be requested to undergo vetting (Garda vetting in the Republic of Ireland).
- Where appropriate there should be an induction process, done in an informal manner with members of the junior committee, perhaps at a junior event. Following this, a probationary period should be completed
- Adequate **supervision** should be combined with good recruitment, avoiding the Leader having to work alone
- Vetting forms are available from County Sligo Golf Club, for further information see <http://juniorgolfireland.com/safeguarding-young-people/recruiting-adults>
- Safeguarding 1 course must be completed, firstly on a face to face basis and then an online refresher course every 3 years until the 9th year which will require the face to face course being completed again. For those residents in ROI please follow the link below for the online refresher course [Link to refresher Safeguarding Course](#)
- For an online introductory safeguarding course for anyone who has infrequent contact with children in a sports organisation [Child Protection Course](#)
- Positive disclosures or information received about an individual through vetting does not necessarily affect the Leaders recruitment. Each disclosure should be managed on a case-by-case basis with the Leader and through the organisation. The club should record all decisions in a fair manner and natural justice will apply. A risk assessment should be carried out where necessary
- Failure to comply with the above recruitment procedure could disqualify the Leader from selection or appointment to a position

Every effort should be made to manage and support appointed Leaders. Coaching courses and workshops should be provided, codes of conduct should be made available and vetting procedures should be implemented.

## 4.0 Guidelines & Codes of Conduct

### 4.1 Guidelines & Code of Conduct for Golfs Leaders (including professional, coach, convenor etc.)

#### 4.1.1 Introduction

County Sligo Golf Club recognises the key role leaders (professionals, coaches, convenors, captains, selectors and team managers, etc.) play in the lives of young people in sport. Leaders in golf should strive to create a positive environment for the children in their care. They have an overall responsibility to take the necessary steps to ensure that positive and healthy experiences are provided. All Leaders should have as their first priority the children's safety and enjoyment of golf and should adhere to the guidelines and regulations set out in the Club's Safeguarding Policy.

Leaders should respect the rights, dignity and worth of every child and must treat everyone equally, regardless of gender, age, disability, social class, race, religion, etc.

Leaders working with young people in golf should have the appropriate experience, hold the necessary qualifications and attend the appropriate training as arranged by the club or CGI. Leaders will be expected to go through appropriate recruitment and selection procedures, whether paid or unpaid. Vetting procedures **must** be followed to comply with legislation- Garda Vetting should be successfully completed for all those with on-going contact with young people. For those 'new' to the organisation references will be needed and will be followed up.

There will be a **'sign-up' procedure**, whereby the appointed/reappointed leaders agree to abide by *Leaders Code of Conduct* to the policies and code of the conduct of Golf. You should know and understand the child protection policies and procedures in the Club's Safeguarding Policy.

Once appointed the Leader should act as a role model and promote the positive aspects of golf and maintain the highest standards of personal conduct. Leaders should develop an appropriate relationship with young people, based on mutual trust and respect. Remember your behaviour to players, other officials and opponents will have an effect on the players in your care. You should report any concerns you have to the NCO and/or DLP in the Club.

#### 4.2 Being a role model

- You will be required to display high standards of language, manner, punctuality, preparation and presentation
- Ensure that players in your care respect the rules of the game. Insist on fair play and ensure players are aware you will not tolerate cheating or bullying behaviour
- Encourage the development of respect for opponents, officials, selectors and other leaders and avoid criticism of fellow professionals and coaches. Do not criticise other leaders.
- The use of illegal drugs, alcohol and tobacco must be actively discouraged as they are incompatible with a healthy approach to sporting activity. Leaders should avoid the use of alcohol and illegal substances before coaching, during events, while supervising trips with young players and providing a duty to care

#### **4.3 Reducing Risk**

- Leaders are responsible for setting and monitoring the boundaries between a working relationship and friendship with players. It is advisable for leaders not to involve young players in their personal life i.e. visits to leaders' homes to ensure that they reduce the risk of their behavior being misinterpreted by the participant or others.
- Avoid working alone and ensure there is adequate supervision for all activities.
- Where possible work in an open environment and ensure that physical contact is appropriate and has the permission or understanding of the young person
- Care must be taken not to expose a child intentionally or unintentionally to embarrassment or disparagement by use of sarcastic or flippant remarks about the junior or his/her family.
- Physical punishment or physical force must never be used. Never punish a mistake – by verbal means, physical means or exclusion.

#### **4.4 A positive environment**

- Be generous with praise and never ridicule or shout at players for making mistakes or for losing a match. All young players are entitled to respect.
- Be careful to avoid the “star system”. Each child deserves equal time and attention
- Remember that young players play for fun and enjoyment and that skill development and personal satisfaction have priority over highly structured competition. Never make winning the only objective
- Set realistic goals for the participants and do not push young players. Create a safe and enjoyable environment
- When approached to take on a new player, ensure that any previous coach-participant relationship has been ended in a professional manner
- It is advisable to get agreement from a parent/guardian when young players are invited into adult groups/squads. Boundaries of behaviour in adult groups are normally different from the boundaries that apply to junior groups/squads
- Leaders who become aware of a conflict between their obligation to their players and their obligation to the club/organisation must make explicit to all parties concerned the nature of the conflict and the loyalties and responsibilities involved
- Leaders should communicate and co-operate with medical and ancillary practitioners in the diagnosis, treatment and management of their players' medical or related problems. Avoid giving advice of a personal or medical nature if you are not qualified to do so. Any information of a personal or medical nature must be kept strictly confidential unless the welfare of the child requires the passing on of this information
- The nature of the relationship between leader and a participant can often mean that a leader will learn confidential information about a player or player's family. This information must be regarded as confidential and, except where abuse is suspected, must not be divulged to a third party without the express permission of the player/family

## 4.5 Code of Conduct for Leaders

### Introduction

Leaders should familiarise themselves with the Code, in particular, this code of conduct. Leaders should read below and agree to abide by these terms.

### As a leader in golf I agree that I should:

- Be positive during sessions and competitions, praise and encourage effort as well as results
- Put the welfare of young person first, strike a balance between this and winning / results
- Encourage fair play and treat participants equally
- Recognise developmental needs, ensuring activities are appropriate for the individual
- Plan and prepare appropriately
- Be committed to values & guidelines of this Code for Golf and / or hold up-to-date qualifications
- Involve parents where possible and inform parents when problems arise
- Keep a record of attendance at training and competitions
- Keep a brief record of injury(s) and action taken
- Keep a brief record of problem/action/outcomes, if behavioural problems arise
- Report any concerns in accordance with this Code's reporting procedures

### *Where possible I will avoid:*

- Spending excessive amounts of time with children away from others
- Taking sessions alone
- Constant communication with individual golfers by mobile phone or email
- Taking children to my home
- Taking children on journeys alone in my car

### *Golf Leaders should not:*

- Use any form of physical punishment or physical force on a child
- Exert undue influence over a participant in order to obtain personal benefit or reward
- Engage in rough physical games, sexually provocative games or allow or engage in inappropriate touching of any kind, and /or make sexually suggestive comments about, or to a child. This includes innuendo, flirting or inappropriate gestures and terms
- Take measurements or engage in certain types of fitness testing without the presence of another adult
- Undertake any form of therapy (hypnosis etc.) in the training of children

## **5.0 Code of Conduct for Young People**

### **5.1 Introduction**

Co Sligo Golf Club wishes to provide the best possible environment for all young people involved in the sport. Young people deserve to be given enjoyable, safe sporting opportunities, free of abuse of any kind. These participants have rights, which must be respected, and responsibilities that they must accept. Young people should be encouraged to realise that they have responsibilities to treat other participants and sports leaders with fairness and respect.

### **5.2 Young players are entitled to:**

- Be safe and to feel safe
- Be listened to
- Be believed
- Have fun and enjoy golf
- Have a voice in relation to their activities within golf
- Be treated with dignity, sensitivity and respect
- Participate on an equitable and fair manner, irrespective of ability, disability, gender, religion, social class, etc.
- Experience competition at a level at which they feel comfortable
- Make complaints and have them dealt with
- Get help against bullies
- Say No
- Protect their own bodies
- Confidentiality

### **5.3 Young players should always:**

- Treat Sports Leaders with respect, (including professionals, coaches, convenors, club officials, etc.)
- Look out for themselves and the welfare of others
- Play fairly at all times, do their best
- Be organised and on time, tell someone if you are leaving a venue or competition
- Respect team members, even when things go wrong
- Respect opponents, be gracious in defeat
- Abide by the rules set down by team managers when travelling to away events, representing the club, school, province or country, etc.
- Behave in a manner that avoids bringing golf into disrepute
- Talk to the Lead Officer within the club if they have any problems

### **5.4 Young players should never:**

- Cheat
- Use violence or engage in irresponsible, abusive, inappropriate or illegal behaviour
- Shout or argue with officials, team mates or opponents
- Harm team members, opponents or their property
- Bully or use bullying tactics to isolate another player or gain advantage
- Take banned substances, drink alcohol, smoke or engage in sexual behaviour
- Keep secrets, especially if they have been caused harm
- Tell lies about adults / young people
- Spread rumours
- Discriminate against other players on the basis of gender, age, disability, social class, religion, race, etc.

## **6.0 Guidelines for Parents**

### **6.1 Introduction**

Golf and its affiliated organisations believe that parents should:

Be a role model for your child and maintain the highest standards of conduct when interacting with young people, other parents, officials and organisers.

Always behave responsibly and do not seek to unfairly affect a player or the outcome of the game.

Never intentionally expose any young participant to embarrassment or disparagement by the use of flippant or sarcastic remarks.

Always recognise the value and importance of the officials and volunteers who provide sporting and recreational opportunities for your child. Do not publicly question the judgement or honesty of referees, coaches or organisers. Respect convenors, professionals, coaches, referees, organisers and other players. Parents are welcome to attend events and coaching sessions but should not interfere with the coach or professional while working with the player.

Encourage your child to play by the rules. Teach your child that honest endeavour is as important as winning and do all you can to encourage good sportsmanship.

Set a good example by applauding good play on all sides. Encourage mutual respect for other junior members, teammates and opponents.

Parents should support all efforts to remove abusive behaviour and bullying behaviour in all its forms. Please refer to bullying policy within Golf's guidelines.

### **6.1 Parents Code of Conduct:**

6.1.1 I will respect the rules and procedures set down by Golf.

6.1.2 I will respect my child's teammates and leaders as well as players, parents and coaches from opposing teams. I will encourage my child to treat other participants, professionals, coaches, convenors, selectors and managers with respect.

6.1.3 I will give encouragement and applaud only positive accomplishments whether from my child, his/her teammates, their opponents or the officials.

6.1.4 I will respect my child's leader(s) and support his/her efforts.

6.1.5 I will respect the officials and their authority during sessions and events within the organisation and under the auspice of Golf.

6.1.6 I will never demonstrate threatening or abusive behaviour or use foul language.

## **7.0 General Guidelines in relation to working with Children**

### **7.1 Introduction**

The following guidelines will form the basis for engagement with children by all adults at our club.

### **7.2 Travelling**

There is extra responsibility taken on by leaders when they travel with children to events.

When travelling with young people you should:

- 7.2.1 Ensure that there is adequate insurance cover.
- 7.2.2 Not carry more than the permitted number of passengers.
- 7.2.3 Ensure use of safety belts.
- 7.2.3 Avoid being alone with one participant. Put the passenger in the back seat, drop off at central locations or seek parental permission to transport an individual participant on a regular basis and clearly state times of pick- up and drop off.

### **7.3 Supervision**

- 7.3.1 Make sure there is an adequate adult: child ratio. This will depend on the nature of the activity, the age of the participants, any special needs of the group and away trips. As a guide a ratio of 1:8 for under 12 years of age and 1:10 for participants over 12 years of age.
- 7.3.2 Where there are mixed groups on a regular basis there should be leaders of both genders.
- 7.3.3 Avoid being alone with one participant, if you need to talk separately do so in an open environment, in view of others.
- 7.3.4 Supervision of changing rooms if necessary, (where children are very young or need special assistance), should be in pairs of appropriate gender.
- 7.3.5 Clearly state time for start and end of training sessions or competitions, leaders should remain in pairs until all participants have been collected.
- 7.3.6 Keep attendance records and record of any incidents / injuries that arise.
- 7.3.7 Facilitate parents who wish to stay and supervise sessions, (for safety and supervision, not necessarily for their 'technical' expertise).

### **7.4 Safety**

All clubs / organisations should have a safety statement, including specific and potential risks attached to golf. They should also have procedures in place for safeguarding against such risks. In addition, the Club will:

- 7.4.1 Ensure activities are suitable for age and stage of development of participants.
- 7.4.2 Keep a record of any specific medical conditions of the participants.
- 7.4.3 Keep a record of emergency contact numbers for parents / guardians.
- 7.4.4 Ensure any necessary protective gear is used.
- 7.4.5 Ensure First Aid kit is close at hand with access to qualified first-aider.
- 7.4.6 Know the contact numbers of emergency services.
- 7.4.7 Keep first aid kit appropriately stocked.
- 7.4.8 Ensure easy access to medical personnel if needed and have a emergency plan.
- 7.4.9 If an incident occurs, make a brief record of injury and action taken. Make a brief record of the problem/action/outcome. Contact the participants parents and keep them informed of all details.
- 7.4.10 Officials (convenors and referees, etc.) should ensure the conduct of the game.
- 7.4.11 Participants should know and keep the etiquette guidelines of golf, keeping in mind that many rules are there for safety.

- 7.4.12 Leaders should hold appropriate qualifications required by the governing body.
- 7.4.13 Ensure there is adequate insurance cover for all activities.
- 7.4.14 Ensure parents / guardians are present at finishing time of sessions or events.

## **7.5 Physical Contact**

Golf on occasion requires a 'hands on approach', especially in a teaching or coaching situation, e.g., it may be necessary to assist a young person when learning how to grip the club for the first time but the following should be taken into consideration

- 7.5.1 Avoid unnecessary physical contact.
- 7.5.2 Any necessary contact should be in response to the needs of the child and not the adult.
- 7.5.3 It should be in an open environment with the permission and understanding of the participant.
- 7.5.4 It should be determined by the age and developmental stage of the participant - Don't do something that a child can do for themselves.
- 7.5.6 Never engage in inappropriate touching.

## **7.6 Late Collection**

It is important to have some clear and easy guidelines if a parent is late to collect a child, such as, contact the parent using the emergency contact number. If there is no answer, ask the child if there is another family member to contact. Wait with the young person at the club or venue, preferably with other staff or volunteers. Remind parents of the policy in relation to good practice and supervision.

## **7.7 Photographic and Filming Equipment**

The Club has adopted a policy in relation to the use of images of athletes on their websites and in other publications as part of its commitment to providing a safe environment to young people. All necessary steps to ensure that young people are protected from the inappropriate use of their images in resource and media publications, on the internet and elsewhere will be taken. This is not to avoid parents/guardians taking photographs of their children but to ensure that best practice is put in place wherever and whenever photographs and recorded images are taken and stored.

When using golfer's photographs you should:

- 7.7.1 Inform athletes and parents that a photographer may be in attendance at an event and ensure they consent to both the taking and publication of films or photographs
- 7.7.2 Ask for parental permission to use the golfer's image and consult with the golfer about its usage
- 7.7.3 Ensure the content of the photograph focuses on the golf not on a particular child
- 7.7.4 Not approve/allow photo sessions outside the events or at an athlete's home
- 7.7.5 Avoid supplying the full name(s) of the child or children along with the image(s), unless this is considered necessary, is in the child's best interests, and the child and parent have consented.

Videoing as a coaching aid: Video equipment can be used as a legitimate coaching aid. However, permission should be first be obtained from the player and the player's parent.

Anyone concerned about any photography taking place at events or training sessions should contact the National Children's Office or Club DLP and ask them to deal with the matter. Further details and guidelines on photographic images can be found at [CGI Safeguarding Policy Appendix 9](#)

## **7.8 Mobile Phones**

Young people value their mobile phones as it gives them a sense of independence and they can often be given to young people for security to enable parents to keep in touch. However, technology has given direct personal contact between adults and young people and in some cases adults have used this to cross personal boundaries and cause harm. The following guidelines should be followed:

### As a leader:

- Use group texts for communication among players and teams and inform parents of this at the start of the season, tournament or event
- It is not appropriate or acceptable to have constant contact with an individual athlete
- Don't use your phone in inappropriate locations, such as changing rooms, especially if your phone has a camera.
- Don't send messages late at night.

### As a young golfer:

- If you receive an offensive message, email or photo don't reply to it, save it, make a note of times and dates and tell a parent, Club Childrens Offices, Junior Convenor or responsible adult that you trust
- Be careful about whom you give your number or email address to and don't respond to unfamiliar numbers
- Don't use your phone in inappropriate locations, such as changing rooms, especially if your phone has a camera
- Treat your phone as you would any valuable item so that you can guard against theft

## **7.9 Away trips / Overnight stays**

While most juniors attend coaching, competitions and other golf events within the clubs there may be occasions to travel to other venues. If this has been explained as part of the parents information then it is covered by the information form received by the junior committee each season, however if it is significantly different to other events then the following guidelines should be considered:

7.9.1 Separate permission forms should be signed by parents and participants, containing emergency contact number(s).

7.9.2 Young participants should sign a behaviour agreement.

7.9.3 Appoint a group leader who will make a report on returning home.

7.9.4 A meeting with parents and participants should be used to communicate travel times, competition details, other activities, gear requirements, medical requirements, special dietary needs and any other necessary details.

7.9.5 Rooming arrangements – adults should not share rooms with children. Children should share rooms with those of same age and gender and adults should knock before entering rooms.

7.9.6 All group socialisation should take place in communal areas (i.e. no boys in girls' rooms and vice versa).

7.9.7 Alcoholic drink, smoking or any illegal substances are forbidden to players.

7.9.8 There should be at least one adult of each gender with a mixed party, there should be a good adult – child ratio, 1:5/6, and proper access to medical personnel.

7.9.9 Lights out times should be enforced.

7.9.10 Young players should be under reasonable supervision at all times and should never leave the venue or go unsupervised without prior permission.

**7.10 Rules For Juvenile Boys playing are set out in Appendix 2 page 25**

**7.11 Rules For Juvenile Girls playing are set out in Appendix 3 page 27**

## **8.0 Child Welfare and Protection Procedures**

### **8.1 Introduction**

County Sligo Golf Club accepts that organisations, which include young people among its members, are vulnerable to the occurrence of child abuse. Below are the procedures for dealing with any welfare or protection issue that may arise. Child welfare and the protection of young people is the concern of all adults at all times, irrespective of their role within the club.

If there are grounds for concern about the safety or welfare of a young person golf clubs should react to the concern. Persons unsure about whether or not certain behaviours are abusive and therefore reportable, should contact the duty social worker in the local health services executive or Statutory Authorities department where they will receive advice. Grounds for concern include a specific indication from a child, a statement from a person who witnessed abuse or an illness, injury or behaviour consistent with abuse.

The TUSLA-Health Board or Health and Social Care Trust (HSCT) should always be informed when there are reasonable grounds for concern that a child may have been abused, or is being abused, or is at risk of abuse.

A report may be made by any member in the club but should be passed on to the National Children's Officer and DLP, who may in turn have to pass the concern to the local Statutory Authorities. It is not the responsibility of anyone working within golf clubs, in a paid or voluntary capacity, to take responsibility or decide whether or not child abuse is taking place. That is the job of the local statutory authorities. However, there is a responsibility to protect children by assisting the appropriate agencies so that they can then make enquiries and take any necessary action to protect the young person.

Everyone should follow both procedures outlined below, firstly the procedure for responding to a child in distress and secondly the procedure for reporting the concern.

### **8.2 Response to a Child Disclosing Abuse**

When a young person discloses information of suspected abuse you should:

- (a) Deal with any allegation of abuse in a sensitive and competent way through listening to and facilitating the child to tell about the problem, rather than interviewing the child about details of what happened
- (b) Stay calm and don't show any extreme reaction to what the child is saying. Listen compassionately and take what the child is saying seriously
- (c) Understand that the child has decided to tell something very important and has taken a risk to do so. The experience of telling should be a positive one so that the child will not mind talking to those involved in the investigation
- (d) Be honest with the child and tell them that it is not possible to keep information a secret but you will maintain confidentiality.
- (e) Make no judgmental statements against the person whom the allegation is made
- (f) Do not question the child unless the nature of what s/he is saying is unclear. Leading questions should be avoided. Open, non-specific questions should be used such as "Can you explain to me what you mean by that"
- (g) Check out the concerns with the Club DLP and then advise parents/guardians before making a report unless doing so would endanger the child
- (h) Give the child some indication of what would happen next, such as informing parents/guardians or Statutory Authorities. It should be kept in mind that the child may have been threatened and may feel vulnerable at this stage.
- (i) Carefully record the details

- (j) Pass on this information to the National Children’s Officer and DLP.
- (k) Reassure the junior that they have done the right thing in telling you.

### **8.3 Reporting Suspected or Disclosed Child Abuse**

The following steps should be taken in reporting child abuse to the statutory authorities:

- (a) Observe and note dates, times, locations and contexts in which the incident occurred or suspicion was aroused, together with any other relevant information
- (b) Report the matter as soon as possible to the National Children’s Officer and DLP within the organisation who has responsibility for reporting abuse. If the National Children’s Officer and DLP has reasonable grounds for believing that the child has been abused or is at risk of abuse, s/he will make a report to the local social services who have statutory responsibility to investigate and assess suspected or actual child abuse
- (c) In cases of emergency, where a child appears to be at immediate and serious risk and the National Children’s Officer and DLP is unable to contact a duty social worker, the An Garda Siochana/ police authorities should be contacted. Under no circumstances should a child be left in a dangerous situation pending intervention by the Statutory Authorities
- (d) If the National Children’s Officer and DLP are unsure whether reasonable grounds for concern exist s/he can informally consult with the local Health Board/ Statutory Authority. S/he will be advised whether or not the matter requires a formal report

A National Children’s Officer / DLP reporting suspected or actual child abuse to the Statutory Authorities will first inform the family of their intention to make such a report, unless doing so would endanger the child or undermine an investigation

The Protection for Persons Reporting Child Abuse Act, 1998 (ROI only) provides immunity from civil liability to persons who report child abuse ‘reasonably and in good faith’ to the Health Services Executive or the Gardai. The act also covers the offence of ‘false reporting’. The main provisions of the Act are:

1. The provision of immunity from civil liability to any person who reports child abuse “reasonably and in good faith” to designated officers of Tusla child & Family Agency or any member of An Garda Siochána
2. The provision of significant protections for employees who report child abuse. These protections cover all employees and all forms of discrimination up to and including, dismissal
3. The creation of a new offence of false reporting of child abuse where a person makes a report of child abuse to the appropriate authorities “knowing that statement to be false”. This is a new criminal offence designed to protect innocent persons from malicious reports

### **8.4 Allegations against Golf Leaders**

If such an allegation is made against a Sports Leader working within the club, two procedures should be followed:

- The reporting procedure in respect of suspected child abuse (reported by the National Children’s Officer and DLP), see previous page
- The procedure for dealing with the Golf Leader.

The safety of the child making the allegation should be considered and the safety of any other children who may be at risk. The club should take any necessary steps that may be needed to protect children in its care.

The issue of confidentiality is important. Information is on a need to know basis and the Golf Leader should be treated with respect and fairness.

#### **The procedure for dealing with Golf's leader**

The National Children's Officer & DLP makes the report to the Statutory Authorities and seeks advice about how and when to inform the person the allegation is made against.

- The secretary manager/senior officer/ Club Children's Officer will privately inform the Leader that (a) an allegation has been made against him / her and (b) the nature of the allegation. He / she should be afforded an opportunity to respond. His / her response should be noted and passed on to the Statutory Authorities.
- The Leader may be asked to step aside pending the outcome of the investigation. When a person is asked to step aside it should be made clear that it is only a precautionary measure and will not prejudice any later disciplinary proceedings

Disciplinary action on the Leader should be considered but this should not interfere with the investigation of the Statutory Authorities. The outcome of the investigation and any implications it might have should be considered. The fact that the alleged abuser has not been prosecuted or been found guilty does not automatically mean that they are appropriate to work with young people in the future.

Irrespective of the findings of the Statutory Authorities, the disciplinary committees should assess all individual cases to decide whether a member of staff or volunteer should continue or be reinstated and if so how this can be sensitively handled. This may be a difficult decision, especially where there is insufficient evidence to uphold any action by the statutory authorities. In such case the disciplinary committee should reach a decision based upon the available information which could suggest that on the balance of probability, it is more likely than not that the allegation is true, and the implications of this for the safety of children. The welfare of the child should remain of paramount importance throughout. The club may need to disclose information to ensure the protection of young people in its care, (for further information contact CGI).

### **8.5 Confidentiality**

Confidentiality should be maintained in respect of all issues and people involved in cases of abuse, welfare or bad practice. It is important that the rights of both the child and the person about whom the complaint has been made are protected.

Clubs should consider the following when discussing concerns:

- A guarantee of confidentiality or undertakings regarding secrecy cannot be given, as the welfare of the child will supersede all other considerations
- All information should be treated in a careful and sensitive manner and should be discussed only with those who need to know
- Information should be conveyed to the parents / guardians of the child in a sensitive way following consultation with the Club DLP and the statutory agencies.
- Giving information to others on a 'need to know' basis for the protection of a junior is not a breach of confidentiality

- All persons involved in a child protection process (the child, his/her parents/guardians, the alleged offender, his/her family, Leaders) should be afforded appropriate respect, fairness, support and confidentiality at all stages of the procedure
- Information should be stored in a secure place, with limited access only to designated people and/or National Children's Officer and DLP
- The requirements of Data Protection laws should be adhered to
- Breach of confidentiality is a serious manner

## **8.6 Anonymous Complaints / Rumours**

Anonymous complaints can be difficult to deal with but will not be ignored. Rumours should not be allowed to hang in the air. All concerns relating to inappropriate behaviour should be brought to the attention of the National Children's Officer and DLP and any such complaints Officer should be dealt with. The information should be checked out and handled in a confidential manner. In all cases the safety and welfare of the child/children is paramount.

## **8.7 Contact details for Local Statutory Agencies / useful contact details**

- Sligo Duty Social Work Teams -Tusla- Child and family Agency, Markievicz House, Sligo 071 9155133
- **Sligo Garda Station- 071 9157000**

### **Contact details for Social Workers**

#### **Sligo, Leitrim and West Cavan**

Gerry Hone Office of the Area Manager,  
Child and Family Agency,  
Sligo/Leitrim/West Cavan,  
Shiel House,  
College Street, Ballyshannon, Co Donegal.  
Tel 071 9822776 gerry.hone@tusla.ie

**CGI National Children's Officer & DLP** – Fiona Power [fiona@cgigolf.org](mailto:fiona@cgigolf.org)  
+353(0)1 505 2070

**GUI National Children's Officer & DLP** – Barbara Creggy [barbara@gui.ie](mailto:barbara@gui.ie)  
+353(0)1 505 4000

**ILGU National Children's Officer & DLP** - Audrey Quinn [audrey@ilgu.ie](mailto:audrey@ilgu.ie)  
+353(0)1 293 4833

**PGA Lead Compliance and Safeguarding Officer** – Andy Wright [andy.wright@pga.org.uk](mailto:andy.wright@pga.org.uk)  
+44(0)1675 477 897

**ISPCC/Childline** [www.childline.ie](http://www.childline.ie) 1800 66 66 66

**An Garda Síochána** [www.garda.ie](http://www.garda.ie) 999 or 112

## Appendices



### Recruitment Form for a New Leader:

Leaders should familiarise themselves with County Sligo Golf Club’s Safeguarding Policy, in particular, the Leader’s Code of Conduct set out below. Leaders should read and agree to abide by these terms. Leaders should update the self-declaration questions annually  
*Vetting services **must** also be availed of & Safeguarding Training Completed*

Full Name: \_\_\_\_\_ Any surname previously: \_\_\_\_\_

Current Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

Telephone No.(s): \_\_\_\_\_ National Insurance No: / PPSI: \_\_\_\_\_

**List previous experience / involvement in any other club. Include experience of working with young children in a voluntary or professional capacity:**

\_\_\_\_\_  
\_\_\_\_\_

**Sporting/ NGB Qualifications:**

\_\_\_\_\_  
\_\_\_\_\_

Do you agree to abide by the guidelines contained in the Leaders Code of Conduct? Yes [ ] No [ ]

Have you ever been asked to leave a sporting organisation? Yes [ ] No [ ]  
*(If you have answered yes, we will contact you in confidence)*

Is there any reason why you should not be working with young people? Yes [ ] No [ ]

Have you ever been convicted of a criminal offence or been the subject of a caution; a Bound Over Order; or are you at present the subject of criminal investigations? Yes [ ] No [ ]  
*(If you have answered yes, we will contact you in confidence)*

**References:**

*Please supply the name and address of two people who we can contact and who, from personal knowledge, are willing to endorse your application. One of these names should be, where possible, the name of an administrator / leader in your last club / place of involvement*

Name/Address of Referee 1: \_\_\_\_\_

Name/Address of Referee 2: \_\_\_\_\_

**As a leader in golf I agree that I should**

- Be positive during sessions and competitions, praise and encourage effort as well as results
- Put welfare of young person first, strike a balance between this and winning / results
- Encourage fair play and treat participants equally
- Recognise developmental needs, ensuring activities are appropriate for the individual
- Plan and prepare appropriately
- Have experience relevant to working with young people or hold up-to-date qualifications and be committed to the guidelines in this Code
- Involve parents where possible and inform parents when problems arise
- Keep a record of attendance at training and competitions
- Keep a brief record of injury(s) and action taken
- Keep a brief record of problem/action/outcomes, if behavioural problems arise
- Report any concerns in accordance with this Code's reporting procedures

**Where possible I will avoid:**

- Spending excessive amounts of time with children away from others
- Taking sessions alone
- Constant communication with individual juniors by mobile phone or email
- Taking children to my home
- Taking children on journeys alone in my car

**Sports Leaders should not:**

- Use any form of physical punishment or physical force on a child
- Exert undue influence over a participant in order to obtain personal benefit or reward
- Engage in rough physical games, sexually provocative games or allow or engage in inappropriate touching of any kind, and /or make sexually suggestive comments about, or to a child. This includes innuendo, flirting or inappropriate gestures and terms
- Take measurements or engage in certain types of fitness testing without the presence of another adult
- Undertake any form of therapy (hypnosis etc.) in the training of children

Signed: \_\_\_\_\_ Date: \_\_\_\_\_



# County Sligo Golf Club

## Rules for Juvenile Boys (Under 18 years)

1. Juveniles are welcome on the championship course if:
  - (A) they are accompanied by an adult golfer or
  - (B) they have an official club handicap and they have permission from the club professional or
  - (C) they are playing in a club competition.
2. Juveniles under 8 years of age are not permitted to play on the championship course.
3. Juveniles are not permitted on the championship course or in the vicinity of the clubhouse, putting and chipping greens on Captains prize/ Lady Captains prize or Presidents Prize /Lady Presidents Prize day. Juveniles are not permitted to play in the Captains or Presidents Prize. However juveniles can play in the Captains prize to Juniors and the Presidents prize to juniors as organised by the Junior Convenor.
4. Juveniles are not permitted to loiter around the locker rooms, lounge or the Professionals shop or at the driving range.
5. Juveniles under 12 years of age are welcome in the club house up until 8pm.
6. Juveniles must always be courteous to other players on the course and at all club facilities. Right of way must be given to adults on the course except on days of juvenile competitions when the tee is reserved.
7. Juveniles must respect the course and club facilities at all time:
  - Tees; no unnecessary practice swings on teeing grounds
  - Fairways; Divots must be replaced.
  - Bunkers; bunkers must be entered and exited at a point to the rear of the bunker and must be raked appropriately.
  - Greens; all pitch marks must be properly repaired.
  - Driving Range; respect the rules of the driving range at all times.
8. Juveniles must comply with the dress code of the club.
9. Juveniles must display current membership bag tags.
10. On juvenile competition days, players may not leave the Bomore course without the prior permission of the Supervisor of the day.
11. Juveniles must make themselves available for divoting /ball spotting or other works programmes on the course when required.
12. If selected to represent the club on a team, a juvenile should make himself available for selection in priority to any other club he is a member of.

13. A juvenile aged 10 or under participating in any juvenile event on Bomore must be signed in by a parent or guardian (or their suitable nominee) and supervised at all times while playing.

**14. Rules For Juvenile Boys playing in Club Competitions.**

**Medal Strokeplay Competitions**

In order to facilitate competitors under 17 years of age participating in singles stroke play/medal events organized by the Mens Club, when such a boy finds himself in a situation where he is down to play in a two ball with an Adult member (other than his parent or Guardian), that boy must make arrangements to be accompanied by a parent or guardian or a suitable adult alternative throughout the round. For the avoidance or any doubt, the onus on putting the necessary arrangements in place in this regard rest with the boy and/or his parents or guardian. Breach of this condition will result in the ineligibility of the boy to play in the competition. This condition applies to members and non members under the age of 17.

**Match Play Competitions**

In order to facilitate competitors under 17 years to participate in singles *match play events* organised by the mens Club, such boys must be accompanied at all times by a parent or guardian or a suitable adult alternative throughout a match in accordance with such directions as the Competitions committee shall prescribe from time to time. For the avoidance of any doubt the onus on putting the necessary arrangements in place in this regard rest with the child and/or his parent or guardian. Breach of the foregoing will result in the automatic disqualification of the boy from the event.

Juvenile members who have attained a club handicap of 15 or lower, or are aged 15 years or over, are eligible to play in all club competitions agreed by the competitions committee and the junior convener.

(A) Juniors (Over 18 but not full members), should be allowed to sign cards for all categories of membership with one exception - A junior playing with 2 juveniles would only be able to sign their cards if one of the juveniles is a Category 1 golfer.

(B) Juveniles in Category 1 for handicap should be allowed to sign cards for all membership categories with one exception – A juvenile category 1 golfer playing with 2 other juveniles can only sign their cards if one of the other juveniles is a category 1 golfer also. *In both above instances, the non category 1 juvenile would not be able to sign the card of their playing partners.*

Junior Boys Committee 2018.

Parents signature \_\_\_\_\_.

Juvenile Member \_\_\_\_\_.



## Co Sligo Golf Club Junior / Juvenile Girls' Policy

1. Girls must be 8 years or older to become a member of Co Sligo Golf Club
2. Girls may play on the Championship course if :
  - a. They are accompanied by an adult golfer
  - b. They have an official handicap and have permission from the club professional or girls' junior convenor
  - c. They are playing in a club competition
3. Girls who have attained an official CONGU handicap of **35** may play in all weekly ladies competitions, pay the competition entry fee and may win all prizes with the exception of the 4 nominated competitions. Girls may play in the nominated competitions but cannot win 1<sup>st</sup> or 2<sup>nd</sup> prize. (Ref : ILGU Girls U18 Policy 4.3.3)
4. The nominated competitions are (i) Captain's Prize to the Ladies (ii) President Prize to the Ladies (iii) Open Cups (iv) June Cup.
5. A separate Lady Captain & President Prize to the Girls will be held in place of the Girls playing on Lady Captain and President Day.
6. Girls are allowed to win Gross prizes in all competitions.
7. Where Juveniles win a 9 Hole Lady's competition, a Lady's and a Junior prize will be provided.
8. Open Week events are not covered by either the Co Sligo Junior/Juvenile Girls Policy or the ILGU Girls Policy.
9. For their personal safety, it is recommended that juvenile girls be accompanied by a junior or adult member on the Championship course and should, where possible avoid being out on the course at twilight if not accompanied by an adult.
10. Girls may play in all the Ladies Matchplay competitions with the exception of the Challenge Cup (30 to 36) but must be partnered by a lady member in all Foursomes, Fourball, Teams etc and will be eligible to win whilst in these formats.
11. On Captain and President days, juvenile girls may not play on the championship course or frequent the practice areas i.e. putting and chipping greens and bunker areas.
12. Girls must respect the course at all times and must be courteous to each other and to other players on the course. Right of way must be given to adults on the course except when playing in juvenile/ladies competition when the tee is reserved.
13. On juvenile competition days, juvenile girls may not leave the Bomore course without the prior permission of the supervisor on duty.
14. Girls aged 10 and under participating in any juvenile event on Bomore must be supervised at all times by her parent or guardian (or their suitable nominee)
15. Girls under 14 years are not permitted in the clubhouse lounge after 8pm unless invited by the Ladies Committee. They must respect the club facilities at all times i.e. the pro shop and the locker room
16. Girls must comply with the dress code of the club and must display current membership bag tags

Parents/Guardians signature \_\_\_\_\_ Childs signature \_\_\_\_\_  
Printed \_\_\_\_\_ Printed \_\_\_\_\_



## Application Form for New Team / Panel Member

### CONTACT INFORMATION

Full Name: \_\_\_\_\_  
(Male / Female)

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone/Home: \_\_\_\_\_

Telephone/Mobile (in case of emergency): \_\_\_\_\_

E-MAIL: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

### MEDICAL HISTORY INFORMATION

\_\_\_\_\_  
\_\_\_\_\_

Please include all medical details that might be relevant in dealing in with your child in a safe manner, such as allergies, medication, special needs, etc.

### PARENTAL/GUARDIAN CONSENT

I am the Parent/Guardian of \_\_\_\_\_

#### Photographs

I understand that photographs or videoing will be taken during or at golf related events and may be used in the promotion of golf

#### Overnight Away Trips

If selected for representative teams, I confirm I am happy with the travel and accommodation arrangements the GUI/ILGU/PGA/JGI may arrange for my child(ren).

Drug Testing for inter-pro players only. I give permission for my child(ren) to be tested for prohibited substances in accordance with the Irish Sports Council Anti Doping Rules

I hereby consent to the above child(ren) participating in golf activities of the club/branch/union in line with the Code of Ethics for Golf for Young People. I will inform the leader of any changes to the information above. I confirm that all details are correct and I am able to give parental consent for my child(ren) to participate in and travel to all activities.

**SIGNATURE:** \_\_\_\_\_

**PRINTED NAME:** \_\_\_\_\_



## Junior Membership

Childs Name \_\_\_\_\_  
 Date of Birth \_\_\_\_\_  
 Sex – \_\_\_\_\_ Male / Female  
 Child Mobile \_\_\_\_\_ 08  
 Parent/Guardian Name \_\_\_\_\_  
 Parent/Guardian Name \_\_\_\_\_  
 Parents Mobile \_\_\_\_\_ 08  
 Parent/Guardian E-Mail \_\_\_\_\_

Address :  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### MEDICAL/BEHAVIOURAL INFORMATION YOU FEEL NEED TO BE DISCLOSED

*Please include all medical details that might be relevant in dealing in with your child in a safe manner, such as allergies, medication, special needs, etc.*

### PARENTAL/GUARDIAN CONSENT

I hereby consent to the above child participating in golf activities of the club/branch/union in line with the Code of Ethics for Golf for Young People. I will inform the leader of any changes to the information above. I confirm that all details are correct and I am able to give parental consent for my child to participate in and travel to all activities. I am happy for me and my child to receive appropriate communication through text and email.

I understand that photographs and videos will be taken during or at golf related events and may be used in the promotion of golf, including social media.

If selected for teams, I confirm that I am happy with the travel arrangements the club may arrange for my child.

I acknowledge that the club is not responsible for providing adult supervision for my child except for formal club coaching, matches and competitions and that I will supervise at 3 sessions throughout the seasons if requested.

Signature : \_\_\_\_\_  
*Parent Guardian*

Date : \_\_\_\_\_

Signature \_\_\_\_\_  
*Junior Member*

Date \_\_\_\_\_



## Code of Conduct for Young People

### Young players are entitled to:

- Be safe and to feel safe
- Be listened to
- Be believed
- Have fun and enjoy golf
- Have a voice in relation to their activities within golf
- Be treated with dignity, sensitivity and respect
- Participate on an equitable and fair manner, irrespective of ability, disability, gender religion, social class etc.
- Experience competition at a level at which they feel comfortable
- Make complaints and have them dealt with
- Get help against bullies
- Say No
- Protect their own bodies
- Confidentiality

### Young players should always:

- Treat Sports Leaders with respect (including professionals, coaches, convenors, officials)
- Look out for themselves and the welfare of others
- Play fairly at all times, do their best
- Be organised and on time, tell someone if they are leaving a venue or competition
- Respect team members, even when things go wrong
- Respect opponents, be gracious in defeat
- Abide by the rules set down by team managers when travelling to away events, representing the club/province etc.
- Behave in a manner that avoids bringing golf into disrepute
- Talk to the Lead Officer within the club/organisation if they have any problems.

### Young players should never:

- Cheat
- Use violence or engage in irresponsible, abusive, inappropriate or illegal behaviour
- Shout or argue with officials, team mates or opponents
- Harm team members, opponents or their property
- Bully or use bullying tactics to isolate another player or gain advantage
- Take banned substances, drink alcohol, smoke or engage in sexual behaviour
- Keep secrets, especially if they have been caused harm
- Tell lies about adults/young people
- Spread rumours
- Discriminate against other players on the basis of gender, age, disability, social class, religion, race etc.

I have read, understand and agree to abide by the above Code of Conduct.

Signature : \_\_\_\_\_  
*Parent Guardian*

Date : \_\_\_\_\_

Signature \_\_\_\_\_  
*Junior Member*

Date \_\_\_\_\_



## Guidelines for Parents / Guardian

**The County Sligo Golf Club, GUI, ILGU & PGA and its affiliated organisations believe that parents/guardians should:**

- Be a role model for your child and maintain the highest standards of conduct when interacting with young people, other parents, officials and organisers.
- Always behave responsibly and do not seek to unfairly affect a player or the outcome of the game.
- Never intentionally expose any young participant to embarrassment or disparagement by the use of flippant or sarcastic remarks.
- Always recognise the value and importance of the officials and volunteers who provide sporting and recreational opportunities for your child. Do not publicly question the judgement or honesty of referees, coaches or organisers. Respect convenors, professionals, coaches, referees, organisers and other players. Parents are welcome to attend events and coaching sessions but should not interfere with the coach or professional while working with the player.
- Encourage your child to play by the rules. Teach your child that honest endeavour is as important as winning and do all you can to encourage good sportsmanship.
- Set a good example by applauding good play on both sides. Encourage mutual respect for team mates and opponents.
- Parents should support all efforts to remove abusive behaviour and bullying behaviour in all its forms.

### **Parents Code of Conduct**

- I will respect the rules and procedures set down by the event organisers
- I will respect my child's team mates and leaders as well as players, parents and coaches from opposing teams. I will encourage my child to treat other participants, professionals, coaches, convenors, selectors and managers with respect.
- I will give encouragement and applaud only positive accomplishments whether from my child, his/her team mates, their opponents or the officials.
- I will respect my child's leader(s) and support his/her efforts.
- I will respect the officials and their authority during sessions and events within the organisation and under the auspice of Golf.
- I will never demonstrate threatening or abusive behaviour or use foul language.

I have read, understand and agree to abide by the above Code of Conduct.

Signature : \_\_\_\_\_  
Parent / Guardian

Date : \_\_\_\_\_



**Other consent forms that may be use are below:-**

**Sample Travelling Permission Form**

Travelling with Underage Participants

**EVENT:** \_\_\_\_\_

**VENUE:** \_\_\_\_\_

**DATES:** \_\_\_\_\_

---

**Travelling Volunteer**

I hereby agree to abide by the guidelines and regulations contained in this Code of Ethics for Golf for Young People

Name: \_\_\_\_\_ Role: \_\_\_\_\_

Date: \_\_\_\_\_

---

**Parent / Guardian of Participant**

I have read and accept the conditions and rules set down by golf for young people travelling to matches and events.

Parents/Guardians:

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Emergency Contact Number(s): \_\_\_\_\_

---

**Young Participant**

I have read and accept the conditions and rules set down by golf for children travelling to matches and events. I agree to abide by these rules

Name: \_\_\_\_\_

Date: \_\_\_\_\_