



HERMITAGE GOLF CLUB

Child Protection Policy

Guidelines on Child/Junior Protection Procedures

Revised in conjunction with the Club's Junior Co-Coordinator's and approved by the Administrative Committee – November 2013

JUNIOR CO-ORDINATORS:

Aisling Brennan

Paul Harmey

CLUB'S CHILD PROTECTION OFFICERS:

Aisling Brennan

Paul Harmey and

Simon Byrne

DESIGNATED OFFICER:

Club Honorary Secretary

PURPOSE OF GUIDELINES:

These guidelines have been developed to provide information and promote good practice for those involved in working with or supporting or in contact with junior members in Hermitage Golf Club.

These guidelines are to ensure that members, parents or guardians, junior committee members and staff will be aware of what to do in a situation where safety, welfare and/or the protection of a junior may be at risk.

APPLIES TO:

These guidelines apply to members and staff of Hermitage Golf Club

CHILD PROTECTION POLICY STATEMENT

Hermitage Golf Club aims to create a caring, happy and friendly environment for all juniors who wish to take part in golf and social activities at the club.

Hermitage Golf Club emphasizes that young people have the right to be safe, secure and free from threat.

Hermitage Golf Club acknowledges that young people should be regarded as individuals, listened to, have their feelings respected and opinions valued.

Hermitage Golf Club will ensure that junior members have specific programs designated for them with adequate supervision by highly skilled and experienced staff that understand the needs of children.

Hermitage Golf Club has procedures in place to help any person who requests help and support on a confidential basis, in any issues relating to Child Protection.

Hermitage Golf Club will ensure that the Hermitage Golf Club Professional and Assistants hold coaching qualifications or are pursuing such qualifications as recognized by the PGA (Irish Region).

Hermitage Golf Club will ensure that the Professional and assistants have signed the club Self Declaration Form in relation to Child Protection.

Hermitage Golf Club will ensure that any club members and volunteers working with young people are aware of and apply the Code of Ethics and Good Practice of the Golfing Union of Ireland, Irish Ladies Golf Union and the PGA (Irish Region) for those working with Children in Golf and have signed the club Self Declaration in relation to Child Protection.

Hermitage Golf Club commits itself to appoint one male and one female adult member who are specifically responsible for Child Protection.



HERMITAGE GOLF CLUB

CODE OF CONDUCT FOR JUNIOR GOLFERS

Hermitage Juniors will:

Play fairly whilst having fun.

Abide by the rules set down by team managers when travelling to away events.

Behave in a manner that avoids bringing the game of golf into disrepute.

Respect mentors

Talk to the junior coordinators if you have concerns.

Respect opponents and always shake hands at the end of a round.

Use his/her best efforts in competitions.

Refrain from the use of bad language and inappropriate gestures.

Refrain from abusing the course.

Never use unfair or bullying tactics to gain advantage on or off the course.

Never use bullying tactics to isolate another player.

Never pass on gossip about another player or adult.

Never make false allegations about another player or adult.

Never keep secrets about anyone who has caused you harm.

Win with grace and lose with dignity.

Junior Members members have the right to:

Be safe.

Be listened to.

Be respected.

Privacy.

Enjoy your sport in a protective environment.

Be referred to professional help if needed.

Be protected from abuse by other member or outside sources.

Participate on an equal basis, appropriate to their ability.

Experience competition and the desire to win.

Be believed.

Ask for help.

CODE OF CONDUCT FOR PARENTS

Parents are expected to:

Complete and return the Health and Consent Form pertaining to their child's participation with Hermitage Golf Club.

Deliver and collect the child punctually to and from coaching sessions/matches.

Ensure their child is properly and adequately attired for the weather conditions of the time.

Detail any health concerns pertaining to the child on the consent form.

Encourage their child to play by the rules and teach them that they can only do their best i.e. focus on effort rather than performance.

Acknowledge the importance and role of the club professional and volunteers, who provide their time free to ensure children's participation in the club.

Promote their child's participation in playing sport for fun.

Not to ignore or dismiss complaints expressed by a child.

Not to treat the club as a minding service.

Parents/Guardians have the right to:

Know their child is safe

Be informed of problems or concerns relating to their children.

Be informed if their child is injured.

Have their consent sought for issues such as trips.

Contribute to decisions within the club.

Complain if they have any concerns.

CODE OF CONDUCT FOR JUNIOR COMMITTEE MEMBERS



HERMITAGE GOLF CLUB

Ensure the safety of all children by careful supervision, proper pre planning of competitions, using safe methods at all times.

Actively encourage all children not to discriminate on the grounds of religious beliefs, race, gender, social classes or lack of ability.

Emphasize fun and participation.

Not allow any rough or dangerous play, bullying, or the use of bad language or inappropriate behaviour. Always be positive and to promote the objectives of the club at all times.

Not to let any allegations of abuse of any kind to go unchallenged or unrecorded if appropriate.

Incidents and accidents to be recorded in the club incident/accident book. Parents will be informed.

Report accidents or incidents of alleged abuse to one of the Child Protection Officers.

Have access to telephone for immediate contact to emergency services if required.

Foster teamwork to ensure the safety of junior members in their care.

Ensure the rights and responsibilities of youth members are enforced.

Report suspected abuse to one of the Club's Child Protection Officers.

Not to abuse members physically, emotionally or sexually.

Maintain confidentiality about sensitive information.

Be a role model (disciplined / committed / time keeping), remember children learn by example.

Refrain from smoking and consumption of alcohol during club activities or coaching sessions.

Never ask anyone to keep secrets of any kind.

Ensure that car insurance is appropriate for transporting young people to and from events.

Ensure that all those working with young people do so under the guidance of the professional.

Protect myself from allegations of child abuse by not spending excessive amounts of time alone with children away from others.

Avoid taking a junior alone in a car no matter how short the journey may be. If exceptionally it becomes necessary to transport a junior in your car put the junior in the back seat. Parental consent should be sought to transport a junior on a regular basis with clearly stated times of pick-up and drop off.

Code of Conduct for Members re Juniors

Members should not leave themselves open to suspicion or allegations of inappropriate behaviour by spending excessive amounts of time alone with juniors away from others

Members should generally only play golf with a junior in the presence of another member. However, in some circumstances it may be necessary to play with a junior on your own. Where this is the case, it is advisable to choose a time when the course is busy with other golfers before and after you on the course.

A member who has an issue with the behaviour of a junior should bring the matter to the attention of the relevant junior coordinator rather than correcting or taking issue with the junior member directly. This is particularly important in circumstances where no third party is present.

Members should avoid unnecessary physical contact with juniors and any socialising should only take place in an open communal area



HERMITAGE GOLF CLUB

If a junior discloses information of suspected abuse or inappropriate behaviour to a member, that member should deal with the allegation in a sensitive and attentive manner in order to facilitate the junior to tell about his or her problem. The member should afterwards carefully record details of the information disclosed and pass it on to one of the Club's Child Protection officers.

If a member observes inappropriate behaviour involving another member and a junior, the member should bring the matter to the attention of one of the Club's Child Protection Officers.

Avoid taking a junior alone in a car no matter how short the journey may be. If exceptionally it becomes necessary to transport a junior in your car, put the junior in the back seat. Parental consent should be sought to transport a junior on a regular basis with clearly stated times of pick-up and drop off.

COMPLAINTS PROCEDURE RE JUNIORS

All incidents involving juniors should be recorded in the Club Incident Book which is held in the General Manager's office. Complaints should where possible be made in writing to one of the Club's Child Protection Officers.

The Child Protection Officer shall convene an Investigation Committee which shall comprise of that Officer and the other Child Protection Officers/Junior Coordinators to investigate the complaint. The Investigation Committee shall hear the case of all parties involved and convey its findings including any sanctions in writing to those affected.

If the complaint involves the possibility of a criminal offence one of the Child Protection Officers shall inform the statutory authorities. For complaints involving members of the PGA the Designated Officer shall refer the matter to the PGA (Irish Region) for investigation under Section 5 of the PGA Code of Ethics.

If any person affected does not agree with the findings of the Investigation Committee they may appeal within 10 days to the Designated Officer/Honorary Secretary of the Club who with two other members of the Administrative Committee (to be known as the Appeal Committee) shall re-examine the case.

The Appeal Committee shall have the power to confirm, set aside or alter any sanction imposed by the Investigation Committee.