

STAFFORDSHIRE UNION OF GOLF CLUBS LIMITED

CHILD PROTECTION POLICY

POLICY STATEMENT

The child protection legislation defines a child as any young person under the age of 18.

For the purpose of this policy a junior is any young person under the age of 18 on the 1st of January of any year in which the junior is selected to play golf in county matches or takes part in tournaments.

The County Union seeks the co-operation of all clubs affiliated to the Union in order to achieve its objectives.

The lead officer for the Union shall be the County Secretary.

The Staffordshire Union of Golf Clubs Limited acknowledges its responsibilities in matters relating to the protection of children and is committed to creating and maintaining the safest possible environment for all children who take part in its events.

The Union also expects that those who have contact with children will observe and be guided by the procedures contained in this document.

The Staffordshire Union of Golf Clubs is committed to the following:

- The right of children to take part in golf events safely. The Union will take all reasonable measures to provide and maintain a safe and caring environment.
- Providing a swift and thorough investigation of any allegations of abuse or inappropriate behaviour, including such matters as alleged bullying, harassment, neglect, mistreatment and violence.
- The Union undertakes to treat all such allegations seriously and investigate the matter with understanding and sensitivity to all concerned.
Concerns or allegations should be made directly to the County Secretary, whose contact details are shown in the County Fixture Booklet.
- All members of the Executive, Professional Coaches and Volunteers have recourse to the services of the Union should allegations be made against them.
- All who wish to work with children in the care of the Union will be subject to procedures which aim to protect the children. This process will include a CRB check, a Self-Disclosure Form or any other means thought necessary to protect the Children.
The County Secretary will keep records of personnel.
- The safety and welfare of children relies upon a pro-active partnership between the Executive, Professional Coaches, Volunteers and Parents.

PRINCIPLES

The Union's policy is based on the following principles :

- The safety and well-being of the children is central to all considerations.
The Union has a duty of care to seek to protect children at all Union organised activities. All children can expect that those representing the Union will treat them with respect and dignity.
- The children should have the confidence to rely upon members of the Executive, Professional Coaches and Volunteers and to be able to trust them, whatever the circumstances.
- Parents/Guardians should be informed of the Union's policies and understand and appreciate the Union's Child Protection Policies and Procedures.
They have the right to be informed of any matter which may impinge upon the welfare of their child.
- All those working with children are expected to set a good example to the children in their charge.

POLICIES IN PRACTICE

Responsibilities of Members of the Executive, Professional Coaches and Volunteers.

They are expected :

To take their responsibilities seriously, knowing that the welfare of children and their protection from harm is the paramount concern.

To be conscious of the fact that adults are role models for the children in their care. They are required to set high standards in such matters as *behaviour, attitude, appearance, fairness, moderation, organisation and punctuality.*

To treat all children fairly and equally.

This should hold true no matter what the child's age, culture, ability or disability, language or racial origin.

To build a sound working relationship with the children based on mutual respect and trust.

To inform parents of any matters relating to their children's welfare either directly or through the Junior Delegate or the County Secretary.

To report to the County Secretary or the Junior Delegate any instance of alleged 'poor practice' or inappropriate physical contact or abuse. The facts arising will be recorded on an Incident Report Form. Depending on the circumstances of the allegation, the County Secretary will investigate, refer the matter to the President and if necessary, refer the matter to an appropriate agency. Confidentiality will be observed at every stage.

All who have contact with children should seek to ensure that their behaviour cannot be compromised.

To ensure that as far as is reasonable, no child is placed in danger or potential harm.

Events should be organised with safety in mind and the children should be kept informed of any safety procedures, risks or hazards on the course.

To avoid situations where there is possibility of misinterpretation of any physical contact or behaviour. Contact with children should generally be in an open environment, especially for example, whilst waiting for parents to arrive to pick up their child.

No child should be left alone or be left to make his own way home.

Parents/Guardians are wholly responsible in all cases for travel arrangements but this may include a private arrangement for transportation by a third party which may be an Official of the County. The County accepts no liability in this whatsoever.

To ensure that any child who suffers accidental injury or temporary illness at any event organised by the County Union is treated by a person competent and qualified to do so.

If no qualified person is immediately available, the criterion is to respond to that situation by using common sense, as would a caring parent or guardian, until professional help arrives.

The matter should be recorded on an Accident Report Form and passed on to the County Secretary. Parents must be informed of the action taken or is intended to be taken.

Responsibilities of Children/Junior Golfers.

All junior golfers representing the County or competing in County organised events shall :

Observe the highest standards of behaviour , appearance, punctuality, attitude, restraint, moderation and sportsmanship on and off the course.

Alcohol, performance enhancing substances, smoking, sexual behaviour and foul language are forbidden.

Junior golfers are expected to act with courtesy and consideration at all times.

Not engage in any irresponsible, inappropriate or illegal behaviour.

Play by the Royal and Ancient's Rules of Golf and Etiquette of golf.

Observe the finer courtesies of the game.

Observe instructions or restrictions requested by appropriate members of the Executive, Professional Coaches, Tournament Officials, club members or Staff. In the event of any disagreement, dispute or problem, junior golfers should consult the Junior Delegate, the County Secretary or any Executive Member, rather than seeking to resolve the matter themselves.

Remain on the premises – golf course, clubhouse or hotel – unless given specific permission by an appropriate County Union official.

Responsibilities of Parents / Guardians

Parents / Guardians should :

Know the Union's policies and procedures regarding child protection.

Seek to support the Union's officials in creating and maintaining a safe and amenable environment for children in which to enjoy their golf at a competitive level.

They should be familiar with the system in place for the protection of their child and have the opportunity to raise any matters which may give rise to concern.

Complete the Junior Player Profile Form and the Match Consent Forms.

Signify that they accept the conditions of the Union's procedures relating to their child's participation in an event.

Occasionally, for training, coaching or publicity purposes, junior golfers may be photographed or videoed.

Parents/guardians who do not wish for their child to be photographed/videoed for these purposes should inform the Union on the Junior Player Consent Form.

Arrange transport for their child to arrive punctually at a match, tournament or coaching session.

Encourage and foster the right spirit of fair competitive play in their child without pressurising him to play beyond his physical, mental and emotional capabilities.

Children are not robots and should be treated as vulnerable young adults – no matter how confident they appear on the surface.

Coaching is best left to the professionals.

CONCLUDING REMARKS

It is to be understood that these procedures are guidelines for the protection of all who participate in events organised by the Staffordshire Union of Golf Clubs Limited.

The procedures will be reviewed on a regular basis.
However, not all circumstances may be covered in this working document.

It is important to recognise that while every effort will be made to ensure the well-being of every child, things can go wrong, by accident or human error.

Although the S.U.G.C. Junior Committee organise the Staffordshire Junior Leagues, members of the Committee will not be in attendance at League matches. Consequently the County Union does not accept any responsibility for the conduct of these matches.
The County Union would remind Clubs and Organisers of the league rule with regard to supervision. Under Health and Safety provisions it is essential that the home club provides an adult (21+) supervisor for all matches. Junior Delegates of participating clubs are reminded that they are solely responsible for the conduct of the matches in which their team is involved and that they must ensure that they have regard to their responsibilities for child protection.

Any problems that arise in the course of an event will be dealt with thoroughly, carefully investigated and the appropriate agencies contacted where necessary.
At every stage parents/guardians will be kept informed.
If any problem cannot be resolved within the Staffordshire Union, recourse may be had to the E.G.U. Lead Protection Officer, the Regional Development Officer, Social Services, Police or the N.S.P.C.C. Helpline – 0800 800 5000.