



**Parents/Guardians  
and Junior Members**

**Welcome & Information Pack 2024**



**Junior Golf at Donaghadee Golf Club  
is supported by**



**STRAND  
HOMES**

*Love where you live.*



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### 3. CODES & CONSENT FORMS (see below)

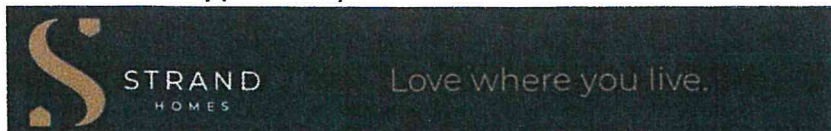
- Code of Conduct – Parents / Guardians
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- Photography & Filming Consent
- Emergency Contacts

### **IMPORTANT INFORMATION**

**SECTION 3 - To comply with Safeguarding Regulations, all forms MUST be signed & returned to the Club Office. Please retain a copy of all forms for your records.**

**A Junior Member will NOT be permitted to play in organised events unless these forms are fully completed and the information held by the Club Office.**

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**Junior Golf at Donaghadee Golf Club  
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STRAND HOMES**

**WELCOME LETTER**

We are excited to announce STRAND HOMES as sponsor of Junior Golf at Donaghadee for the next 2 years. The support of our sponsor is greatly appreciated and we look forward to working closely with STRAND HOMES to promote the game of golf in our community and across our local area. Golf is an excellent pastime for young people of all ages. In addition to the obvious benefits of an active lifestyle, golf remains a sport where good behaviour and sportsmanship are still expected and valued.

The Junior Committee is tasked with developing the Junior Section through provision of a comprehensive programme of golf related activities for our junior members. Our PGA Professional, Lindsay Boyd, is part of the team and he has created a comprehensive coaching plan, which is available to all our junior golfers to help develop new skills and improve their golf game. Lindsay is an expert coach and was recently awarded the prestigious 2023 New Partner of the Year by TGI Golf Partnership.

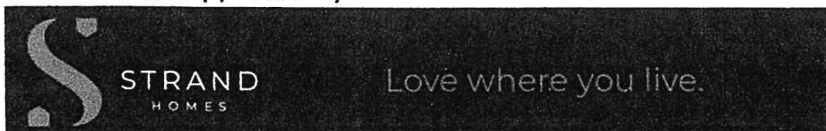
Competitions will be held at DGC every Monday and Thursday during July & August with additional opportunities to play competitively throughout the calendar year. There are also opportunities for our juniors to play at other clubs through inter-club friendly matches, participation in Golf Ireland competitions and the local North Down Junior League.

Our Junior Committee ensures that all Safeguarding procedures are in place to make Donaghadee Golf Club a safe and enjoyable location for all our younger members. Learning and playing in this environment helps to develop important life skills such as team spirit, self-discipline, honesty and respect. Friendships created will endure for years to come.

**Policy Statement**

Donaghadee Golf Club is fully committed to safeguarding the well-being of all members. Every individual in golf 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 club's Child Protection and Safeguarding Policy.

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**WELCOME LETTER**

**Communication with You**

All activities are communicated through various methods, in particular WhatsApp. Please ensure you provide us with your contact details to stay informed and your child(ren) involved. The Junior Committee enjoy the support of a growing number of volunteers and, of course, you, the parents/guardians. As always, we look forward to your ongoing support to ensure everything runs as smoothly as possible.

***IMPORTANT - We are hosting an information meeting for Parents/Guardians AND Junior Members in the Clubhouse on Thursday 25<sup>th</sup> APRIL – starting at 7.00pm. We will be sharing important information and take any questions you may wish to raise.***

***Please bring along your Codes & Consent forms fully completed & signed.***

***We would really appreciate your attendance - please confirm to the Club Office (02891883624 – option 3).***

Enclosed in this Information Pack is everything you need to know at this time:

- Golf Activities (Section 1)
- Governance Information (Section 2) and
- Safeguarding Forms (Section 3)

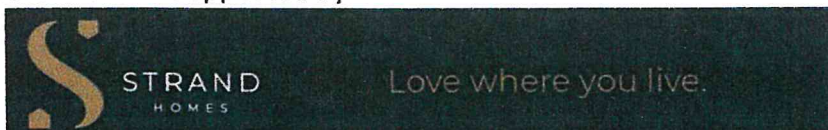
***Please take the time to review the contents - it is essential that the correct forms (Section 3) are completed and returned to the Club Office ASAP. A Junior Member will NOT be permitted to play unless these forms are fully completed and the information held by the Club Office.***

Meantime, if you have any questions / queries, please make contact with the Club Office (02891883624 – option 3). We will respond to you as soon as practical.

We look forward to another enjoyable season at Donaghadee GC - let's keep everyone safe.

**Junior Committee**

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# 1. GOLF ACTIVITIES



## DONAGHADEE GOLF CLUB

### JUNIOR MEMBERSHIP & GOLFING PATHWAY 2024

Status	Club Activities	Opportunities to Represent DGC
<b>Junior Membership</b>	Category 1- Under 12 Age Group Category 2 – 12 to 18 Age Group	See below
<b>C Section</b> Age 12 and under with No H'cap	Competitions (Summer & Autumn) - 4 Holes / Practice Academy (individual)	N/A
	GolfSixes - Scramble format (team)	Golf Ireland Events
Junior Framework Booklet 1	Coaching - Club Leader / Volunteer - DGC Professional	Apply to Golf Ireland Development Programmes
<b>B Section</b> Aged 12+ with H/cap 40- 54 or actively seeking a H/cap	Competitions (calendar year) - 9 Holes (individual) - Team activities	Golf Ireland Events  ND Junior League
	GolfSixes (u13 only) - Scramble format (team)	Golf Ireland Events
Junior Framework Booklet 2&3	Coaching - Club Leader / Volunteer - DGC Professional	Apply to Golf Ireland Development Programmes
<b>A Section</b> H/cap 39.9 or less	Competitions (calendar year) - 18 Holes (individual) - Team activities	Golf Ireland Girls & Boys Individual & Team Events ND Junior League US Kids Irish Junior Opens
	GolfSixes (u13 only with H/cap 28 and over) - Scramble format (team)	Golf Ireland Events
Junior Framework Booklets 3&4	Coaching - Club Leader / Volunteer - DGC Professional	Apply to Golf Ireland Development Programmes
Girls: H/cap 39.9 or less Boys: H/cap 19.9 or less	Adult Competitions	Ladies & Gents Teams

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## **DONAGHADEE GOLF CLUB**

### **JUNIOR MEMBERSHIP & GOLFING PATHWAY 2024**

#### **Important Information**

Donaghadee Golf Club is committed to providing a safe and fun environment for our juniors to thrive and enjoy the game of golf. We are signatories to the Women in Golf Charter under which our aims are to grow the club as an inclusive community with equality of opportunity to all members and a pathway to full enjoyment and involvement in club activities.

All our Junior volunteers are trained and certified in Safeguarding in line with the guidelines of Golf Ireland, our governing body, and Sport Ireland.

#### **Other**

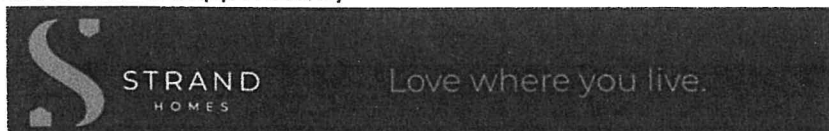
GolfSixes is a fun format for Juniors, primarily aimed at boys & girls in U-13 age group who are beginners +/or have yet to attain a handicap. It is a great introduction to competitive golf, encourages teamwork, offers the opportunity to play other courses and make new friends. We enter teams in the Golf Ireland organised events – a Local League competition in North Down and regional competition across Ulster / All Ireland.

The Club encourages Juniors to compete in tournaments such as US Kids Golf and Flogas Irish Junior Open series as well as individual Golf Ireland Championships.

#### **How to Contact Us**

If you have any queries regarding membership at DGC, please contact either our Club Professional, Lindsay Boyd, or the Club Office and ask for a member of the Junior Committee to contact you (phone: 02891883624)

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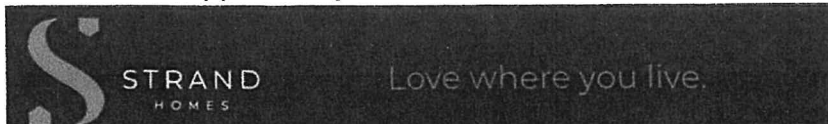


# Programme January – December 2024

(as at March 2024)

MONTH	ACTIVITY	DATE
Feb & March	<b>Winter Series</b> - Individual Stableford Competition comprising Junior Players from A & B Sections (9 Holes) Frequency – Fortnightly	Sun Afternoons  NOT HELD - weather
April	<b>Easter Competition (18 / 9 Holes &amp; 4 Holes*)</b> - A, B & C* Sections	4 April (Thur morning)
April & May	<b>Coaching – C Section (Basics)</b> - Club PGA Pro (Lindsay) and Volunteers - Venue: Golf Academy  2 Groups - 1 hour session for each Group	Sat Afternoons April 13 <sup>th</sup> , 20 <sup>th</sup> , 27 <sup>th</sup> May 4 <sup>th</sup> 2.00-3.00pm & 3.00-4.00pm
April & May	<b>GOLFSIXES D/dee GC League</b> - all eligible players (introduction to format)	Sun Afternoons Start 2.00pm Start TBC
April & May	<b>Coaching – A&amp;B Sections (Short Game)</b> - Club PGA Pro (Lindsay) and Volunteers - Venue: Golf Academy  2 Groups - 1 hour session for each Group	Tuesday Evenings May 7 <sup>th</sup> , 14 <sup>th</sup> , 21 <sup>st</sup> June 4 <sup>th</sup> 6.00-7.00pm & 7.00-8.00pm
May	<b>Inter-club Friendly Match (NEW TROPHY)</b> - Shandon Park (home & away) - Fourball (4 'best' pairs) and GOLF SIXES (3 pairs)	Sun Afternoons May 5 <sup>th</sup> - Away May 19 <sup>th</sup> - Home Start 2.00pm
May	<b>US Kids (organiser Zoe / Lurgan)</b>	Sunday 12 May
May	<b>Girls Golf Programme (Follow Up)</b> Invite participants to club for follow up and 4 holes play	Saturday 18 <sup>th</sup> May
May & June	<b>Series of Sunday Competitions (18/9 Holes &amp; GolfSixes*)</b> - A & B Sections To ensure accurate A&B handicaps for the New Season	Sun Afternoons DATES: TBC Start: 3.00 pm
June	<b>Inter-club Friendly Match (TBC)</b> - Dunmurry (home & away) Format to be agreed (likely to be Fourballs & GolfSixes)	Sun Afternoons – Start TBC DATES: TBC
MONTH	ACTIVITY	DATE

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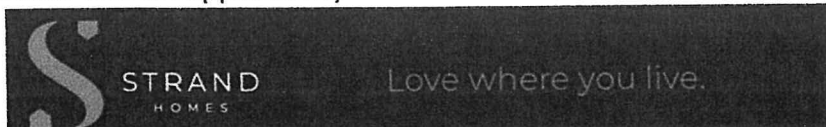


# Programme January – December 2024

(as at March 2024)

(cont'd)		
July & August	<b>Junior Summer Competitions</b> Weekly every Monday & Thursday morning	1 <sup>st</sup> July – 15 <sup>th</sup> Aug (incl) Start 9.00 – 11.00
July & Aug	<b>Summer Camps</b>	TBC
July	<b>Boy's Inter-Club (U-18) – Castlereagh Hills</b> Team of 5 Players (3 Stableford cards to count) H/caps – min 5 max 24 (Stableford)	9 July
July	<b>Girl's Inter-Club (U-19) – Castlereagh Hills</b> Team of 3 players (2 Stableford cards to count) H/caps – max 39.9	25 July
July	<b>GolfSixes Regional Qualifying – Blackwood</b> Team of 6 (3 pairings)	TBC
July-Sept	<b>Golf Ireland GolfSixes Local League (July-Oct)</b> Inter-club: to include Donaghadee ++	TBC
August	<b>Junior Captain's Day &amp; Prize Giving event</b>	15 <sup>th</sup> Aug (Thur)
August	<b>Strand Homes Invitation Event</b> - Local Clubs to be invited	22 <sup>nd</sup> Aug (TBC)
September	<b>Adult &amp; Child - Family Team Competition</b>	TBC
Sept-Oct	<b>North Down Junior League Events</b> - Eddie Harper Trophy – Venue?? - Sargaison Trophy: Venue??	TBC
October	<b>Half-Term &amp; Halloween Competition (18/9 Holes &amp; *4 Holes) - A, B &amp; C* Sections</b>	TBC
November	<b>Coaching – A&amp;B Sections</b> - PGA Pro (Lindsay) to coach players - Venue: Groomsport Golf Centre  2 Groups - 1 hour session for each Group	Wed 6 <sup>th</sup> , 13 <sup>th</sup> , 20 <sup>th</sup> & 27 <sup>th</sup> Times 6.00pm - 7.00pm 7.00pm - 8.00pm
December	<b>Christmas Competition (18/9 Holes &amp; *4 Holes)</b> - A, B & C* Sections	TBC
December	<b>Fund Raising</b> Christmas Tree Collection / Re-Cycling	Late Dec / early Jan

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# Summer Competitions 2024

## SCHEDULE

Date	Competition	Format	Holder
1 July	Dunlop Putter (Qualifying)	Stableford & Matchplay *	Rory Mooney
4 July	Orlock Trophy	Stableford	Marlo Connelly-McAuley
8 July	Copeland Trophy	Stableford & Best Gross**	Daniel Barr
11 July	Town Parks Trophy	Stableford	Rory Mooney
15 July	President's Cup	Stableford & Best Gross**	Calvin Cousins
18 July	Daniel Ferguson Trophy	Stableford	Jack Whiteside
22 July	Portavoe Trophy	Stableford	Megan Boyd
25 July	Warren Trophy	Stableford	Harry Boyd
29 July	Kirsty Farrell Trophy	Stableford & Best Gross**	Eoin Boyd
1 Aug	Moat Trophy	Stableford	Harry Boyd
5 Aug	CJ Dunwoody Trophy	Stableford	Roxy McCrubb
8 Aug	Mew Island Trophy	Stableford	Harry Boyd
12 Aug	Ballywilliam Trophy	Stableford & Best Gross**	Rory Mooney

\* Stableford Qualifying - top 8 through to Matchplay stage (4 each from A & B sections)

\*\*Best Gross - Stroke Score

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# Summer Competitions 2024

## Junior Captain's Day (Holder: Harry Boyd)

15 Aug	A Section (9 Holes)	Stableford Qualifying & Matchplay (8 to qualify)
	B Section (9 Holes)	Stableford
	C Section (4 Holes)	Stroke
	Special Prizes for each Section	Longest Drive
		Nearest The Pin
		Putting

### SPECIAL AWARDS

**Player of The Year – Girls**.....Holder: Roxy McCrubb

**Player of The Year – Boys**.....Holder: Finlay Russell

**Stanley Bunting Golfer of the Year** .....Holder: Zander Hennessy

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# Summer Competitions 2024

## COMPETITION FORMATS

### **A SECTION (Stableford 18 Holes and Match-Play 9 Holes)**

Girls – RED TEES

Boys – YELLOW TEES

### **B SECTION (Stableford 9 Holes and Match-Play 9 Holes)**

All Players– BLUE TEES

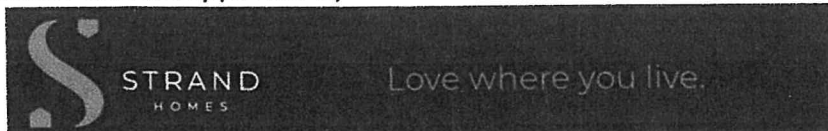
### **C SECTION (Stroke 4 Holes)**

All Players - FLAGS positioned 100-150 yards from the green

### **NOTES (1<sup>st</sup> Tee Booked from 9.04 to 10.56 inc)**

- All Junior Competitions are played weekly on Mondays and Thursdays during July & August
- Organisers will allocate Tee times / Player Groupings for each competition day
- Start Times (approx)
  - o A Section – from 9.04am
  - o B Section – from 9.36am
  - o C Section – from 10.00am / 10.15am
- All Players are requested to arrive NO EARLIER than 30 minutes before their Section start time
- On arrival, all Players to 'check in' at Starter's Hut and pay competition entrance fee  
**(A & B Sections - £2.50 and C Section - £1.50)**
- Parents/Guardians to ensure all Players are collected within 30 minutes of play finishing or on completion of lunch (whichever is applicable to their child / children)

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# Summer Competitions 2024

## SECTIONS

Criteria for each section – to be reviewed and managed during competition season by Sub Group comprising:

- Girls Convenor +/- Boys Convenor
- 2 members (min) of Junior Committee

**IMPORTANT** - It is planned that the A Section Handicap (max) will reduce from 39.9 (current) to 34.9 in 2025) and the 29.9 in 2026.

### **A SECTION (Boys & Girls)**

HOLES PLAYED	18 (Match-Play 9 Holes)
TEES - Girls	RED
TEES – Boys	YELLOW
HANDICAP (max)	WHS 39.9
AGE	N/A

### **B SECTION (Boys & Girls)**

HOLES PLAYED	9
TEES - Girls & Boys	BLUE
HANDICAP (min - max)	WHS 40.0 – WHS 54 (inc)
AGE (typical)	12 and over - as at 1 <sup>st</sup> January

### **CADETS - C SECTION (Boys & Girls)**

HOLES PLAYED	4
TEES - Girls & Boys	FLAGS set at 150 yards out from Green
HANDICAP	No WHS Handicap
AGE (typical)	11 and below - as at 1 January (or beginners of any age)

## HANDICAP MANAGEMENT

### **A & B SECTIONS**

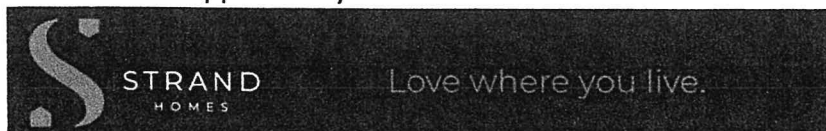
- All Handicaps adjustments via use of WHS (competition and general play)

### **C SECTION**

- Winners will have 3 shots added to subsequent competition scores
- Runners Up will have 1 shot added to subsequent competition scores

**Note:** Shots added are cumulative during the summer competitions for all C Section players

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## 2. GOVERNANCE





## **VOLUNTEERS**

### **Supporting our Junior Section in 2024**

Dear Parents / Guardians.

**We need your help** in the provision of junior golf at DGC.

Our aim at all times, is to ensure golf activities at DGC are safe for young people whilst encouraging them to reach their full potential. Protecting junior golfers is a high priority – and to achieve this the club has worked closely with Golf Ireland to develop the appropriate safeguarding policies and procedures.

A good team of Volunteers is essential to assist during competition days and other organised activities including coaching by our Club Professional, Lindsay Boyd, and inter-clubs events/matches.

Typically, our volunteers are parents / guardians and other family members e.g. grandparents / aunts & uncles etc.. You do not have to be a member of Donaghadee Golf Club.

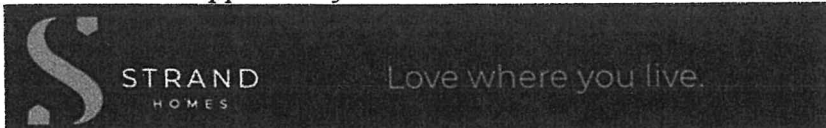
**A Safeguarding 1 Workshop has been booked for Tuesday 7 May, in the clubhouse. This is being held to facilitate those existing volunteers who need a 'refresher course' and to accommodate new volunteers to our team.**

To book your place on the course, please contact the Club Office – tel: 02891883624 option 3.

We look forward to welcoming you as a volunteer.

**THE JUNIOR COMMITTEE**

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## SAFEGUARDING KEEPING CHILDREN SAFE

Designated Liaison Officer: David McCord

Child Protection Officer: Karen Simpson

The Role of the Club Children's Officers includes ensuring that all Leaders

1. Successfully complete Access NI vetting (Renewable 3 yearly).
2. Sign codes of conduct (Renewable annually).
3. Undertake the appropriate safeguarding training (renewable 3 yearly on line. After 9 years the full training must be repeated). Volunteers need only complete Safeguarding I, basic awareness.

Access NI must be applied for through Golf Ireland. The Club Office will organise this.

Codes of conduct will be issued to volunteers and leaders by the office for signing and return annually.

Safeguarding I can be accessed through Sport NI. Or Golf Ireland. There is a charge which the club will refund on presentation of a receipt.

<http://www.sportni.net/clubs-coaching/safeguarding/>

<https://golfireland.ie/club-events>

**Leaders** include the following:

Teachers, Qualified coaches, PGA Professionals who work with juniors to learn and compete in golf. Junior Convenors, members of the Junior Golf Committee, those appointed to positions of trust with juniors, anyone with substantial access to juniors. We define substantial access as two or more contacts per month.

Therefore all the above should complete:

- Sign a code of conduct
- Access N.I.
- Undertake Safeguarding 1

For the safety of the juniors and the reputation of the club, anyone not wishing to do so should not have access to juniors.

### **Occasional volunteers**

Those having contact once per month or less need only sign the code of conduct. If they also wish to undertake safeguarding 1 the club will welcome this and agree to reimburse their fee.

Full details of the Donaghadee Golf Club Safeguarding Policy can be accessed on the club website



## 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 Golf. 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.

### Donaghadee Golf Club Anti-Bullying Policy and Guidance

#### **What is Bullying Behaviour**

Bullying behaviour can be defined as unwanted negative behaviour, verbal, psychological or physical, conducted by an individual or group against another person (or persons) and which is repeated over time.

#### **Types of Bullying Behaviour**

Bullying behaviour exists in many different forms, some are not as obvious as others, but are just as damaging to the victim. Listed below are some of the more common types of bullying, one or more method may be used by the person displaying bullying behaviour.

#### **Physical**

Physical bullying includes any physical contact that would hurt or injure a person like pushing, hitting, kicking, punching, tripping, etc. Physical bullying can put the person experiencing bullying behaviour at risk of injury and makes them feel powerless. Taking something that belongs to someone else and destroying it would also be considered a type of physical bullying.

#### **Verbal**

Verbal bullying usually takes the form of name-calling or making nasty remarks or jokes about a person's religion, gender, appearance, sexuality, ethnicity, socio-economic status, or the way they look. It can also include freezing the victim out by exclusion or spreading rumours.

#### **Threats**

Making threats against a person or their property is also a type of bullying. It can be a threat to damage or take something belonging to the victim or to hurt them physically. Often the threat is not actually carried out, but the fear created by the threat can be enough to upset the person experiencing bullying behaviour.

#### **Cyber**

Cyber bullying is done by sending messages, pictures, or information using electronic media, computers (email & instant messages), mobile phones (text messaging & voicemail) and social networking websites. This activity can be upsetting and harmful to the person targeted. This type of bullying can allow the person who is displaying bullying behaviour to hide their identity which may have a bigger impact on the person experiencing bullying behaviour.

#### **Homophobic**

Homophobic bullying is motivated by prejudice against a person's actual or perceived sexual orientation and gender identity- lesbians, gay males, bisexual, transsexual, or transgender people.



## ANTI-BULLYING POLICY

### **Racist**

Racist bullying is motivated by prejudice against a person's skin colour, cultural or religious background or ethnic origin.

### **The Impact of Bullying Behaviour**

The damage inflicted by bullying behaviour can frequently be underestimated. It can cause considerable distress to juveniles, to the extent that it affects their health and development, or at the extreme, cause them significant harm.

### **Recognising Bullying Behaviour**

There are a number of signs that may indicate a person is being bullied:

- Reluctance to come to a venue or take part in activities
- Physical signs (unexplained bruises, scratches, or damage to belongings)
- Stress-caused illness – headaches, and stomach aches which seem unexplained
- Fearful behaviour (fear of walking to a meeting, going different routes, asking to be driven)
- Frequent loss of, or shortage of, money with vague explanations
- Having few friends or drop out of newer members
- Changes in behaviour (withdrawn, stammering, moody, irritable, upset, distressed, not eating, reduced concentration, drop in performance)
- Anxiety (shown by nail-biting, fearfulness, tics)

*This list is not exhaustive and there are other possible reasons for many of the above. The presence of one or more of these indicators is not proof that bullying is actually taking place*

### **How to prevent Bullying Behaviour**

- Ensure that all members follow the Code of Conduct, which promotes the rights and dignity of each member
- Deal with any incidents as soon as they arise
- Use a whole group policy or 'no-blame approach', i.e. working with person (s) displaying the bullying behavior and the group of juniors, helping them to understand the hurt they are causing, and so make the problem a 'shared concern' of the group
- Encourage juniors to negotiate, co-operate and help others, particularly new or children with specific needs
- Offer the person experiencing bullying behavior 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 person (s) displaying the bullying behavior at his/her own game.
- Reassure the person experiencing bullying behavior that they have done nothing wrong. Reinforce that there is a 'right to tell' culture within the club.





## ANTI-BULLYING POLICY

### **Who should deal with bullying?**

While the more extreme forms of bullying would be regarded as physical or emotional abuse and are reported to the Statutory Authorities, dealing with bullying behaviour is normally the responsibility of all Leaders within Donaghadee Golf Club.

#### Using the NO BLAME Approach

The NO BLAME approach seeks to find a resolution for the young people involved in the bullying behaviour whilst maintaining their relationship within Donaghadee Golf Club.

This is important for young people who often simply want the behaviour to stop, without a need for punishments to be imposed.

The NO BLAME approach encourages young people to recognise the impact of their behaviour and then to take responsibility for changing it. By using this approach, a previous relationship between or within a team can often be re-established; this is often a preferred option for the young people involved.

The ethos behind the NO BLAME approach is to:

EXPLAIN the problem, i.e. that someone seems to be unhappy in the club, seems to be picked on etc. and explain how that person is feeling; this should not accuse anyone.

ASK for ideas as to how to help this person

LEAVE the individuals involved to check how the behaviour has changed

SHARE the responsibility of changing the behaviour and encouraging everyone to speak to a trusted adult if there is bullying behaviour in the club

*The NO BLAME approach does not attempt to get 'confessions', it seeks to get an acknowledgement of behaviour and provides an opportunity for young people to change hurtful behaviour.*

There may be issues that are not resolved through the NO BLAME approach, where behaviour continues.

Bullying behaviour is a breach of a code of conduct and may have to be dealt with through a disciplinary process. However, the outcome for young people is far better when issues can be resolved through the NO BLAME approach.



## MOBILE PHONE GUIDANCE

### **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/guardians to keep in touch. However, technology has given direct personal contact between adults and juniors and in some cases adults have used this to cross personal boundaries placing themselves and young people at risk.

The following guidelines should be followed:

#### **As a Leader**

- Use group texts for communication among players and teams and inform parents/guardians of this at the start of the season, tournament or event.
- It is not appropriate or acceptable to have constant contact with an individual junior.
- Don't use your phone in inappropriate locations, such as changing rooms, especially if your phone has a camera.
- Do not send messages late at night
- Remember the principles of the Leaders Code of Conduct apply to social media communication as well and consider your digital footprint before posting.

#### **As a Junior Golfer**

- If you receive an offensive message, email or photo don't reply to it, save it, make note of times and dates and tell a parent/guardian, children's officer or responsible adult 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.
- Don't share or lend your phone to anyone.

#### **As a Parent / Guardian**

- Please ensure all parental controls are in place on your child's mobile device



# TRAVELLING WITH JUNIORS

## GUIDELINES

### Travelling

When Donaghadee Golf Club Leaders are travelling with Juniors they will:

- Inform parents of the child why and how long the journey will take.
- Attempt to have more than one child in the car or seek parental permission to transport an individual child
- Alternate drivers if possible and which child is dropped off last or drop off at a central location
- Ensure the driver has a point of contact/mobile phone.
- Have a person other than the planned driver talk to the child about transport arrangements to check they are comfortable about the plans.
- Ensure that they have insurance to carry others.
- Ensure use of safety belts
- Consider the need for booster seats.
- Parents and coaches can also download Sport Ireland's Safeguarding App.

[https://www.sportireland.ie/Participation/Code\\_of\\_Ethics/Code-Of-Ethics-App/](https://www.sportireland.ie/Participation/Code_of_Ethics/Code-Of-Ethics-App/) and one of the features of the App is a 'Travel Tracker' function. This allows parents and coaches who are driving someone else's child/children home for example after a training session, to permit the child's parent or guardian to view and have oversight of their journey.

### Booster Seats

From 2006, the law in Europe requires all children in cars, vans and other goods vehicles to be carried using an appropriate child restraint until either they have reached the age of 12 years or are 150cm (5' in Republic of Ireland) and 135cms (4' 5" in Northern Ireland) or whichever comes first with very few exceptions. The European law allowed countries to opt for minimum height of between 135cm and 150cm.

For more information visit;

[www.rsa.ie](http://www.rsa.ie)

[www.thecpsu.org.uk](http://www.thecpsu.org.uk)

[www.carchildseats.org.uk](http://www.carchildseats.org.uk)

### Supervision

- Make sure there is an adequate adult: child ratio. This will depend on the nature of the activity, the age of the participants and any special needs of the group. As a guide a ratio of 1:8 for under 12 years of age and 1:10 for participants over 12 years of age. **There must always be at least two adults present for all activities.**
- Where there are mixed groups there should be leaders of both genders
- Avoid being alone with one participant, if you need to talk separately do so in an open environment, in view of others
- Leaders should not need to enter the changing rooms unless Juniors are very young or need special assistance, where supervision should be in pairs of appropriate gender
- Clearly state time for start and end of training sessions or competitions, leaders should remain in pairs until all participants have been collected
- Keep attendance records and records of any incidents / injuries that arise
- Facilitate parents who wish to stay and supervise sessions, (for safety and supervision, not necessarily for their 'technical' expertise)

## 3. CODES & CONSENT FORMS

### IMPORTANT INFORMATION

**SECTION 3 - To comply with Safeguarding Regulations, all forms MUST be signed & returned to the Club Office. Please retain a copy of all forms for your records.**

**A Junior Member will NOT be permitted to play unless these forms are fully completed and the information held by the Club Office.**



# DONAGHADEE GOLF CLUB - Parents/Guardians Code of Conduct

As a parent/guardian of a junior member, we would encourage you to consider the following messages as Golf wants to help you continue supporting your child to reach their full potential and enjoy their time within golf, therefore please

To help your child have a positive experience remember to:

- Focus on what your child wants to get out of golf
- Be the best role model you can be
- Help your child achieve their potential
- Be respectful of other children and coaches
- Communicate with the coach and club/organisation

Parents/Guardians are expected to co-sign their child's code of conduct form and this specific parental expectation form.

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 juniors, other parents, officials and organizers.
- Always behave responsibly and do not seek to unfairly affect a player or the outcome of the game
- Never intentionally expose any junior to embarrassment or disparagement using 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/Guardians 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 endeavor is as important as winning and do all you can to encourage good sportsmanship.
- Set a good example by applauding good play. Encourage mutual respect for teammates and opponents.
- Parents/Guardians should support all efforts to remove abusive behavior and bullying behavior in all its forms. Please refer to Anti-bullying policy guidance (appendix 8)
- Respect;
  - The rules and procedures set down by Golf.
  - My child's teammates and leaders as well as players, parents and coaches from opposing teams.
- I will never demonstrate threatening or abusive behavior or use foul language.

Any misdemeanours and breach of this code of conduct will be dealt with immediately by a Golf Club official. Persistent concerns or breaches will result in the parent/guardian being asked not to attend competitions if their attendance is detrimental to the child's welfare.

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**Printed Name of  
Parent/Guardian**

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**Signature of  
Parent/Guardian**

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**Date**

# DONAGHADEE GOLF CLUB - Code of Conduct for Juniors

Golf wishes to provide the best possible environment for all juniors involved in the sport. Juniors 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. Juniors should be encouraged to realise that they have responsibilities to treat other participants and Golf Leaders with fairness and respect.

Juniors are entitled to:

- Be safe and to feel safe
- Be listened to and believed
- Have fun and enjoy golf
- Have a voice in relation to their activities withingolf
- Be treated with dignity, sensitivity and respect
- Participate on an equitable and fair manner, regardless of gender, appearance, age, ability, religion or belief, disability, social and ethnic background or political persuasion etc.
- Experience competition at a level at which they feel comfortable
- Make complaints and have them dealt with
- Be safe from risk of bullying behaviour
- Say No to things that make them feel unsafe
- Privacy and Confidentiality

Juniors should always:

- Give their friends a second chance
- Treat Golf 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 Children's Officer within the club if they have any problems

Juniors 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 inappropriate sexual behaviour
- Keep secrets, that may leave them or others at risk
- Tell lies about adults / juniors or spread rumours
- Discriminate against other players on the basis of gender, appearance, age, ability, religion or belief, disability, social and ethnic background or political persuasion

\_\_\_\_\_  
Printed name of Junior

\_\_\_\_\_  
Signature of Junior

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

\_\_\_\_\_  
Printed name of Parent  
/Guardian

\_\_\_\_\_  
Signature of Parent  
/Guardian

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

# DONAGHADEE GOLF CLUB

## – Photography and Filming Consent Form

In accordance with our child protection policy we will not permit photographs, video or other images of young people to be taken without the consent of the child or the parent if the child is under 16.

Donaghadee Golf Club will take all steps to ensure these images are used solely for the purposes they are intended. If you become aware that these images are being used inappropriately you should inform Donaghadee Golf Club immediately.

<b>Consent information:</b>	
<i>To be completed by child:</i>	
<input type="checkbox"/> I give permission for my photograph to be used within the club for display purposes	
<input type="checkbox"/> I give permission for my photograph to be used within other printed publications	
<input type="checkbox"/> I give permission for my photograph to be used on the club's website	
<input type="checkbox"/> I give permission for videos of me to be used on the clubs website	
<input type="checkbox"/> I give permission for my photograph to be used on the club's social media pages	
<input type="checkbox"/> I give permission for videos of me to be used on the clubs social media pages	
<b>Signature of Junior:</b>	<b>Print name Junior:</b>
<b>Date:</b>	<b>Date of Birth:</b>

If the child is under 16, consent must be obtained from parents/guardians.

If over 16, it's still good practice to inform parents/guardians that photographs/videos of their child may be used if the child has given consent.

<i>To be completed by parent/guardian:</i>	
<input type="checkbox"/> I give permission for my child's photograph to be used within the club for display purposes	
<input type="checkbox"/> I give permission for my child's photograph to be used within other printed publications	
<input type="checkbox"/> I give permission for my child's photograph to be used on the club's website	
<input type="checkbox"/> I give permission for my child to be videoed for use on the clubs website	
<input type="checkbox"/> I give permission for my child's photograph to be used on the club's social media pages	
<input type="checkbox"/> I give permission for my child to be videoed for use on the clubs social media pages	
<input type="checkbox"/> I can confirm that I have read, or been made aware of how these images or videos will be stored within the organisation.	
<b>Signature of parent:</b>	<b>Print name of parent:</b>
<b>Date:</b>	
<b>Name of Junior:</b>	

# DONAGHADEE GOLF CLUB – Emergency Contact Details

To comply with Child protection and Health and Safety it is ESSENTIAL that everyone under 18 years old have this form completed and signed by a parent/guardian.

(Name of Junior) \_\_\_\_\_ has the following medical conditions and/or is on the following medication (please list all):

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Please list any allergies: \_\_\_\_\_

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Signed (parent/guardian): \_\_\_\_\_

Print Name (parent/guardian): \_\_\_\_\_

Junior's Home Address: \_\_\_\_\_

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## Emergency Contact Details:

### 1<sup>st</sup> Contact

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

Relationship to Junior: \_\_\_\_\_

Telephone Numbers: Land Line: \_\_\_\_\_

Mobile: \_\_\_\_\_

Email address: \_\_\_\_\_

### 2<sup>nd</sup> Contact

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

Relationship to Junior: \_\_\_\_\_

Telephone Numbers: Land Line: \_\_\_\_\_

Mobile: \_\_\_\_\_

Email address: \_\_\_\_\_

In order to comply with GDPR 2018 Legislation. I consent to the Club holding necessary personal information and using the information relating to the Juvenile member who I am responsible for:

Junior Name: \_\_\_\_\_ Junior Member No: \_\_\_\_\_

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