

Appendix 3

Leaders/Volunteers Code of Conduct

Leaders/Volunteers should familiarise themselves with the Safeguarding Policy, in particular this code of conduct. Leaders/volunteers should read and agree to abide by these terms.



Leaders/volunteers must complete this Code of Conduct annually.

As a leader/volunteer 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
- Have experience relevant to working with juniors or hold up-to-date qualifications and be committed to the guidelines in the Safeguarding Policy
- Involve parents where possible and inform parents of progress as well as 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
- Taking children to my home
- Taking children on journeys alone in my car

Golf Leaders/ Volunteers should not:

- Use any form of physical punishment or physical force on a child
- Use any form of abusive language
- 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

Communication with Parents

To continue to ensure a child reaches their full potential and enjoys their time at the club officials/coaches need to encourage parents to consider;

- What do they want their child to get out of golf? Is it the same as what the parent wants?
- Does the parent understand what their child is trying to achieve and what support they need to achieve it?
- Is the parent being the best role model they can be to help their child enjoy their golfing experience?
- Is the parent focused on their child's development and enjoyment?

Emergency Action/First Aid

All officials/coaches, leaders working directly with juniors/juveniles should be prepared with an action plan in the event of an emergency and be aware of our First Aid Procedures.

This will include:

- Access to First Aid equipment
- Telephone contact if the participant is a minor
- Telephone contact to the Emergency Services

Self-Declaration

- Do you agree to abide by the guidelines contained in Concra Wood Castleblayney Golf Club Safeguarding Policy? 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 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)

Printed name of official/coach/volunteer Signature of official/coach/volunteer Date