



ATLANTIC BEACH
LINKS



Atlantic Beach Links Club (ABLC)

Junior Section Development and Action Plan

This plan aims to set out the Atlantic Beach Links Club's objectives and action plans pertaining to the growth of the Junior section, the retention and growth of league players and the promotion of gender and ethnic inclusivity.

The plan also aims to set out policies and procedures aimed at the safeguarding of all children and young people at the Atlantic Beach Link Club.

1. INTRODUCTION

In accordance with the schedule below as at 9 March 2021 the ABGL have a total of 240 Junior and Student Members which is 117 more than on 22 July 2020, shortly after the new Club was established.

Member Type	Male	Female	Total 22 July 2020	Male	Female	Total 9 March 2021	Increase/ Decrease
NON-OWNER JUNIOR	15	2	17	28	3	31	
NON-OWNER STUDENT	13	1	14	34	3	37	
TOTAL NON-RESIDENT JUNIORS	28	3	31	62	6	68	37
RESIDENT - RESIDENT JUNIOR	68	24	92	125	49	174	
TOTAL RESIDENTS JUNIORS	68	24	92	125	49	174	82
TOTAL JUNIOR MEMBERS	96	27	123	185	55	240	117

Of our 240 Junior members their current handicap spread looks as follows:

Total Juniors & Students	240
HI Under 10	24
HI Under 20	16
HI 20 and over	12
HNA with no official handicap	13
Not Handicapped	175

The top 20 players based on handicap is: (**Note:** There are a number of these players below who as a result of penalty scores should not have handicaps this low) This list however presents an opportunity for us to engage with these individuals and grow them from there. This list also contains students that are now employed so we need to update the data.

	Last name	First name	Club Number	SAGA ID	HCP
1	Pieters	Brenden	AB3030	2700112072	0,8
2	Steinways	Cade	AB2379	2700352899	1,6
3	Snyman	Duncan	AB2908	2700339954	1,6
4	Phigeland	Mitch	AB3413	2700320949	1,7
5	Basson	Christian	AB2476	2700124589	1,7
6	Taylor	Gian	AB0672	2700302603	1,9
7	Senekal	Jamie	AB3426C1	2700344247	3
8	Boise	Tristan Aidan	AB3417	2700355809	3,1
9	Rootman	Ben	AB0573	2700296836	3,1

10	De Villiers	Dean Mark	AB0144	2700297245	3,5
11	Louw	Craig	AB0400	2700333694	3,8
12	O'Reilly	Marle	AB2945	2700379612	3,8
13	Olivier	Willie	AB2907	2700014794	4,6
14	Hanel	Nicholas	AB0251	2700245793	5,7
15	Austin	Jared	AB3206	2700394557	6,8
16	Keet	Wade Allan	AB0341	2700238738	7,4
17	Klein	Kyle	AB3256	2700397024	7,4
18	Ewbank	Damian	AB3024	2700274094	7,9
19	Klein	Ryan	AB3223	2700395641	8
20	Rootman	Max	AB0574	2700296837	8,2

Over the years many initiatives have been launched to promote junior golf and undoubtedly success has been achieved as a result, with several very talented golfers now coming of age. However, while we are seeing the emergence of a group of good golfers, the club needs to ensure that more is done to promote the introduction of recruitment and growth programs for the start-up junior golfers and more is done to retain our junior members who currently can represent the club in Premier and Premier reserve league.

What is clear from the figures above is that there is a large group of junior members who have joined the club with the ambition of wanting to play golf but have not yet obtained a handicap. The Links and Management Committee is desirous of putting together a strategy whereby junior and league golf can be promoted and from the figures it seems we have an active membership base which to start with.

Similarly, many initiatives have been launched pertaining to the promotion of inclusivity in the club from a junior level point of view, but certainly more can and should be achieved.

To pave the way for inclusivity within the ABLC, the following inclusivity policy was included in the ABLC Constitution.

Inclusivity Policy

- The Club embraces the principles of the Golf RSA Transformation Charter and the Western Province Golf Transformation Charter (“**Transformation Charters**”) with the aim of furthering the sport of golf by creating and maintaining an environment of inclusivity.
- The Links Committee is responsible for devising and implementing a Policy of Inclusivity that is underpinned by the principles of representation, inclusivity and integration. The policy must align with the Transformation Charters.
- The Links Committee undertakes to achieve this by:
 - Appointing at least one Links Committee member committed to championing the Club’s Policy of Inclusivity.
 - Drafting a strategy based on practical and achievable objectives.

- Implementing a monitoring and evaluation system to effectively measure progress against stated objectives.
 - Liaising with relevant representatives from Golf RSA and WP Golf Union in respect of compliance to the Transformation Charters.
 - Providing a six-monthly progress report to the Management Committee as the Association's representative body.
- The Club's Inclusivity Policy must be underpinned by the following principles:
- Inclusivity
 - An inclusive environment which encourages diversity by welcoming people from different backgrounds, cultures, genders, abilities and ages to enjoy the Club and all it has to offer. As stated by Golf RSA: "Transformation is a consciously planned process of creating conditions and opportunities that in the future will lead to the inclusion of any South African in meaningful participation in golf, both socially and competitively and thus enabling them to earn their rightful place in the golfing community of the world."
 - Representation
 - The purpose of promoting inclusivity at the Club is to achieve an environment that is representative of the community that it serves. The Club is therefore committed to placing a special focus on developing junior golf and encouraging the participation of girls and women in golf by creating an inclusive environment that is safe and welcoming.
 - The Club also recognises that it has a responsibility to make the sport of golf more accessible to previously disadvantaged members of the community living beyond the gates of the Atlantic Beach Estate. The Links Committee will endeavour to achieve this by promoting the sport at schools in the area and also introducing golf to the wider community through viable programmes such as a caddy programme.
 - Integration
 - The Club supports the national imperative of inclusive economic growth. Inclusive economic growth is defined as economic growth that is distributed fairly across society and creates opportunities for all. The Club will strive to achieve this by creating business and job opportunities for the community in which the Club operates as well as focusing on skills development for the Club's employees. The Club's service providers will be required to ensure that their

procurement policies are aligned to the Club's goal of achieving inclusive growth in the community.

The ABLC's future vision is to grow Junior golf, League participation/competitiveness and inclusivity at every level and so to ensure that the ABLC achieves the gradual and sustainable entry and growth of juniors, so to ensure that we remain consistent in respect of future league participation at the highest level possible within the provincial league structures.

To clarify, we will deal with the three aspect to this plan below as follows:

- Growth of Junior Golf
- Retention and Advancement of top Juniors ie Potential Premier and Premier reserve league players
- Inclusivity, Representation, and Integration

2. KEY OBJECTIVES

2.1 Growth of Junior Golf:

- 2.1.1. To create an environment and structure in which young people can play, develop, and enjoy golf.
- 2.1.2. To create an environment and appoint appropriate service providers and develop an effective golf academy where junior golf programs are offered from the youngest level possible, all the way through to more advanced golfers who may foster ambitions to make golf their career.
- 2.1.3. To foster and further develop relationships within schools to encourage young people to sample golf as a sport and pastime. We must make golf cool!
- 2.1.4. To encourage girls in particular to join the junior section.
- 2.1.5. To encourage local sponsors and local/national funding organizations to assist in the development of junior golf.
- 2.1.6. To ensure appropriate child protection policies and procedures are maintained within the golf club facilities and surrounds.
- 2.1.7. To develop a plan to encourage better golfers to assist with junior programs.
- 2.1.8. To maintain our well-defined pathways from junior golf, for both boys and girls, into competitive and adult golf.
- 2.1.9. To communicate with appropriate bodies / individuals in order to support the development of golf within the club and to regularly liaise with all members regarding junior golfing opportunities.
- 2.1.10. To examine the junior facilities available at the golf club in order to identify any gaps in provision or improvements that can be made.
- 2.1.11. To continually monitor and evaluate all golf development initiatives in order to assess the

impact and to identify where resources can be best allocated in the future.

2.1.12 To establish any deterring factors which makes taking up or continuing with the game restrictive:

- Restrictions on playing in the main / adult competitions.
- Very strict club rules and regulations.
- Attitudes of the golf club and adult members towards juniors.
- The junior section not being supported by the golf club.
- A change of personnel within the junior section or not being able to replace the outgoing junior organiser (no continuity)
- Perception and image of golf and club membership.
- Time constraints to playing golf.
- Lack of coaching and competitive opportunities.

2.2.13 To develop fundraising strategies aimed at funding junior training and player benefit initiatives.

2.2 Retention and Advancement of top Juniors

- 2.2.1. To create an environment, appoint appropriate service providers and develop an effective golf academy where advanced golf programs are offered by qualified coaches.
- 2.2.2. To develop a clear and transparent structure through which quality golfers can qualify to represent the club and to enjoy certain benefits associated with said selection.
- 2.2.3. To create an environment where these quality golfers are offered support and assistance by more senior golfers who can mentor them.
- 2.2.4. To create a model which will allow subsidization of certain player benefits which will allow these players to affordably optimize their training regimes.
- 2.2.5. To develop fundraising strategies aimed at funding player training and other initiatives.

2.3 Inclusivity, Representation, and Integration

- 2.3.1 To create an environment and structure in which people of all genders and ethnicities can play, develop, and enjoy golf.

- 2.3.2 To develop clear avenues to allow the application, election, and introduction of previously disadvantaged members of the community to become active members and participants of the Club.
- 2.3.3 To develop initiatives aimed at introducing large sectors of the community to experience golf as a possible sporting option.
- 2.3.4 To develop programs and initiatives aimed at providing employment options to the community.
- 2.3.5 To develop fundraising strategies aimed at funding player subsidization, recruitment and engagement initiatives.

3. ACTION PLAN

3.1. JUNIOR GOLF

3.2.1 **Champions** – (Names of Committee Delegates)

- 3.1.1. **Golf Academy** – Central to the development of junior golf is the development of a proper golf academy and training facilities. The selection of academy operators, teaching staff and the programs they aim to focus is key to the long-term success of junior golf development at ABGL. Construction has begun on the academy and invitations for proposals have been circulated (closing date 19 March 2021). Once received, a suitable operator will be appointed in consultation with both the Links and Management Committee.
- 3.1.2. **Conducive Environment** - While we may all take for granted the environment in and around the golf course, it will be a beneficial to assess these aspects in order to establish whether or not there are factors which could deter junior golfers from participating.
- 3.1.3. **Survey** –There are many juniors whom have joined ABLGC, but do not have handicaps. By means of a questionnaire, we need to establish how we can assist them to improve their golf and obtain handicaps.

Which of the following will assist you in bettering your skills and increase participation in golf?

1. Practical lessons or reading material on the rules of golf. Yes/No
2. Practical Lessons or reading material on how handicaps work. Yes/No
3. Practical lessons or reading material on how to keep score and enter your score when playing. Yes/No
4. Practical lessons or reading material on the different competition formats. Yes/No
5. If you are interested in golf tuition, how would you prefer being taught?
 - In a large group
 - One on one
 - Lessons on the golf course
6. Is there anything specific the Club can do to encourage you and other junior/beginner golfers to

participate more?

7. Is there any specific day and time you would like to receive golf tuition?

3.1.4. **Define a clear and very visual route** (to be compiled in conjunction with golf academy programs):

STEP 1 : Become a Junior Member at ABLC

INCLUDES:

- *No joining fees.*
- *No monthly subscriptions.*
- *Member of the ABLC Junior Squad - Free weekly 30 minute clinic (school terms).*

STEP 2: Lessons with a golf coach at the academy

INCLUDES:

- *The basic setup and technical aspects of the game. Chipping, Putting, Full Swing.*
- *Progressing bunker play, hybrids and wood play, pitching.*
- *An opportunity is provided to play on the Shortened Golf Course and receive instruction on basic golf rules, etiquette, scoring and safety.*

THE AIM IS:

To build the basics of a consistent golf swing to enable junior golfers to progress to the shortened golf course.

STEP 3 : Playing the ABLC Short Course

INCLUDES:

- *Playing the ABLC Par 3 Short Golf Course.*
- *Playing competitions on the ABLC Par 3 Short Course*
- *Playing in the WP Mashie Course competitions.*

THE AIM IS:

- *To further develop a consistent golf swing and course management that enables junior golfers to progress to the full ABLC Course.*

STEP 4 : Obtaining a Handicap

INCLUDES:

Encourage getting a handicap as soon as possible by:

- *Playing a few holes and progress to playing 9 holes, then progress to scoring 54 strokes over 9 holes,*
- *Putting in 9 hole scores (minimum of 5) in order to gain an official handicap,*
- *Putting in 10 scores to allow your handicap to be a fair reflection of your golfing ability:*
- *Playing 18 holes as much as possible while entering the first 10 cards*
- *Once a handicap is obtained play in a Club competitions & WP Junior tournaments*

THE AIM IS:

- *To be eligible to play regularly in Club Competitions and WP Junior tournaments*

STEP 5 : Competition Experience and Technical Expertise(tuition at golf academy)

INCLUDES:

- All aspects of golf – technical swing correction, all clubs hit at the range, chipping bunkers pitching, specialized shots.
- On course strategy and situations.
- Self assessment and drills for practice.

CONTENT INCLUDES: Rules, Golf formats, Scoring, Etiquette, Goal setting, Mental Focus.

- Advice on up-coming club competitions and tournaments.

THE AIM IS:

- For Junior golf members to actively play the game & progress to their desired level of golf.
- To allow fast tracking for those who wish to excel.

3.1.5. **Primary and Secondary Schools** - Schools are an obvious place to look for young golfers, and mutually beneficial and substantial links should be established with the schools in and around Melkbosstrand. Five point progression plan above to be communicated clearly to schools.

3.1.6. **Club-based open days and ‘taster’ sessions** - these are a great way to open up the golf club to new members. It is important to have a plan and programme to follow, as children are unlikely to take up golf after just one session.

3.1.7. **Driving range and pitch & putt** - for many beginners this can be their first taste of golf and where they feel most comfortable.

3.1.8. **Fundraising** – Fundraising Initiatives needs to be considered and executed, should additional funding be required more than the budget. Examples of initiatives below:

1. Links Committee Initiatives, which would double up to promote camaraderie:

- Junior Golf Fundraising golf day
- Junior Golf Fundraising event every once a week
- Lucky Draws to win, (rounds of golf, golf gear, holiday etc etc)
- Obtaining sponsors

2. Club initiatives associated with additional levies on greenfees

- Rand a round Funds
- Voluntary Junior golf donation “thank you sir, would you like to donate R5 to junior golf expansion?”
- Obligatory R5 charged on every green fee collected.

3.1.8 **Welcome events** - ABLC should hold an informal welcoming evening for new junior members as it allows them to be introduced to club officials and other new members at the same time. This is also an opportunity to present the junior golfers with information relating to golf tuition options and the rules of the club.

- Contact numbers for club officials.
- Dress code guidelines.
- How to obtain a handicap.

- Rules of golf and etiquette guidelines.
- Rules of the golf club.

3.1.9 **Assessment of progress made** – Once this action plan is finalized and approved by the Links Committee the section champion should report monthly on progress made in respect of all the aspects of the plan. A spreadsheet should be kept including the above information on number of juniors and handicaps obtained and progress in terms of numbers and handicap totals should be considered.

3.2 Retention and Advancement of top Juniors

3.2.2 **Champion?** (Names of Committee Delegates)

3.2.3 **Golf Academy** – Central to the development of top players is the development of a proper golf academy and training facilities. The selection of academy operators, teaching staff and the programs they aim to focus is key to the development of top players at ABGL. Construction has begun on the academy and invitations for proposals have been circulated (closing date 19 March 2021). Once received, a suitable operator will be appointed in consultation with both the Links and Management Committee.

3.2.4 **League participation-** Due to circumstance the ABLC can only compete in the Premier reserve league and can only advance to the Premier league, which is the top league once we have won the Premier reserve league. **PROMOTION & RELEGATION:** The winner of the Premier Reserve League will play a promotion relegation game against the team finishing 6th in Premier League. The Promotion/Relegation match will consist of 6 players, Foursomes Match play and singles match play to be played. The date for this game will be confirmed, and advised during the season, it will be played on a neutral venue.

The Premier reserve league consists of 6 players and a team manager. The league runs from August to November every year.

3.2.5 **Top Player Benefits** – In the promotion and retention of top players it is important to offer these players the opportunity to maximize their training ability. To this end, the following player/ training benefits should be considered for selected players. The selection process of these players should be clear and transparent for all other players to strive for and capable of achieving.

These prospective benefits are:

- Complimentary Club Membership
- Allocation of Driving range balls to practice
- Complimentary Green fees
- Financial Assistance with provincial and national tournament participation
- Golf Balls & Tees
- ABLC Sponsored Golf Bag Etc
- Golf Attire

3.2.6 **Election of top players to receive benefits** – The Links Committee to elect a league manager who in turn can appoint members to assist him or her (the league management team). The League manager will

likely also be the retention and development of top golfer champion and will work very closely with the Club Manager and representatives from the golf academy.

Around April every year the league management team, the Club Captains and the Club Manager will meet and deliberate over a squad of 12 players they would like to elect as their Premier/Premier reserve (men) and/or scratch/gold (ladies) squads, whose election will be based on but not limited to the following criteria:

- The Junior / Student must have a legitimate handicap under 5 for boys and 9 for girls.
- The Junior / Student must be handicapped at ABLGC
- The Junior / Student should not have any penalty rounds in their handicap history
- The Junior / Student must be eligible and also be able to qualify to play League
- The junior / student must represent the club at the majority of the WP junior / WP Open events
- The GolfRSA and WP Order of Merit
- The Junior / student must play in the majority of the clubs individual and medal competitions.
- The Junior / Student must be ranked in the top 10 in their age division in the Province or fulfill two of the above criteria 1, 2 or 3.
- The Junior/Student to make him or herself available to play for every league game if elected for the squad to play on the day.
- Subject to availability, the junior / student must be willing to assist at club events when requested and assist with junior coaching on Fridays (this will apply to all).

These 12 elected players will as of the time of election receive the following training and other benefits:

- Complimentary Club Membership if Junior or Student Member
- Allocation of Driving range balls to practice (60 buckets per month)
- Complimentary Green fees Tuesdays to Friday's
- Financial Assistance with provincial and national tournament participation (case by case basis)
- Golf Balls & Tees (tees and a sleeve of new balls or 12 good quality used balls per month)
- ABLC Sponsored and logo'd Golf Bag (To be confirmed Global Golf to give us an idea of cost)
- Golf Attire (to utilise when representing the Club)

The elected squad will be announced by way of the weekly newsletter and will receive email confirmation of the benefits that they will qualify for. An acceptance letter will be drafted by the Management team and signed by the players and their parents confirming acceptance and confirming that should at any time during the year they fall foul of the criteria, the management team has the right to revoke the privileges bestowed and elect another member to the squad of 12 to represent the club and enjoy the benefits bestowed.

3.2.7 Election of talented players to receive benefits –Around April every year the league management team, the Club Captains and the Club Manager will meet and deliberate over the election of around 5 members as junior/student golfers who shows future potential to represent the ABLC at League, whose election will be based on but not limited to the following criteria:

- The Junior / Student must have a legitimate handicap under 15.
- The Junior / Student must be handicapped at ABLGC
- The Junior / Student should not have any penalty rounds in their handicap history.

- The Junior / Student must be eligible and also be able to qualify to play League
- The junior / student must represent the club at the majority of the WP junior / WP Open events which takes place on a monthly bases.
- The GolfRSA and WP Order of Merit
- The Junior / student must play in the majority of the clubs individual and medal competitions.
- The Junior / Student must be ranked in the top 10 in their age division in the Province or fulfill two of the above criteria 1, 2 or 3.
- The Junior/Student to make him or herself available to play for every league game if elected for the squid to play on the day.

These approximately 5 elected players will as of the time of election receive the following training and other benefits:

- Complimentary Club Membership if Junior or Student Member
- Allocation of Driving range balls to practice (40 buckets per month)
- 10 x Complimentary Green fees per month to be utilized Tuesday to Friday.
- Financial Assistance with provincial and national tournament participation (case by case basis)

These elected players will be announced by way of the newsletter and presented with their benefits. An acceptance letter to be drafted by the Management team and signed by the players and their parents confirming acceptance and confirming that should at any time during the year they fall foul of the criteria, the management team has the right to revoke the privileges bestowed and elect another member to the squad of around 5 to represent the club and enjoy the benefits bestowed.

3.2.8 Top Player Development

- ABLC by way of the Golf Academy needs to provide fun and enjoyable activities for players who show promise, with the intention of encouraging them through friendly and competitive interaction in a team environment and assisting the personal development of individual golfers.
- Activities need to include coaching programmes, golfing games and skills challenges, both for individuals and in teams.
- Coaching is vital for young golfers to develop and improve their game and this should be conducted as part of a structured programme, delivered by the professional coaching team at ABLC Academy. It should be encouraged that the elected players elected by way of the criteria's above assist in these programs to teach and play with younger golfers.

3.3 Inclusivity, Representation, and Integration

3.3.1 Champion? – (Names of Committee Delegates)

3.3.2 Conducive Environment - While we may all take for granted the environment in and around the golf club and course it will be a good if the Champion should assess all these aspects in order to establish whether or not there are factors which could deter Inclusivity, Representation, and Integration. The outcome of this exercise should be presented in writing for discussion by the ABLG committee.

- 3.3.3 Create avenues of participation** – The Champion to create a process whereby potential members of the club emanating from a previously disadvantaged background and or female golfers can be recruited or apply for membership, with or without financial support.
- 3.3.4 School involvement** – Schools in the area, and in particular Atlantis can be a rich source of golfers and offer employment opportunities. Open days to expose children to the game of golf as well as golf career opportunities to be organized.
- 3.3.5 Golf bursaries** – The Champion of this section to elect for consideration and subject to ratification by the Links Committee appoint up to a maximum of 10 Junior golf bursaries which will include free membership and free golf Tuesdays to Fridays for one year after which the nomination must be renewed or will terminate.
- 3.3.6 Golf Tuition** – These 10 junior members to be provided with regular golf tuition at the golf academy.
- 3.3.7 Agreement** - The Champion of this section to compile a letter setting out the rights and obligations of every recipient, which must be signed by their parents and themselves. The letter to stipulate that should the participation of the recipient be of such a standard that the bursary is no longer justifiable, said bursary will be revoked and provided to a more deserving applicant/ nominee.
- 3.3.8 To promote integration** at all levels with other members of the golf club internal matches should be arranged with(possible fourballs booked for singles to enter):
- Other Club Members
 - Members of the various Club League Teams.
 - Links Committee Members
 - Links Management
- 3.3.9 Employment-** The ABLC to promote a policy of inclusivity and make appointments from within. The ABLC to expand employment opportunities by way of additional employment opportunities like caddies etc.

4 ADDITIONAL CONSIDERATIONS

4.1 Competitions - It is important that a junior golfer be allowed to play competitive golf as soon as they are ready, however they should be supported and taught the required skills to make playing competitive golf enjoyable. There should be a structured route for a junior to progress through the various stages of playing competitive golf.

To help our juniors mix with other members of the golf club and also to help them develop, internal matches should be arranged between the junior section and the other sections of the golf club, such as:

- Seniors' section.
- Club Team.
- Ladies' section.

- Links and Management Committee Members

With regard to juniors playing in main adult competitions, such as monthly medals or the club championship, it is recommended that ability (not age) should be the only factor for juniors participating.

4.2 Coaching - Coaching at golf club level is a vital part of a juniors' development, as instruction through a structured system provides a solid footing from which to progress. ABGC shall ensure the following in respect of the newly anticipated golf academy:

- Qualified PGA professionals should always be used to ensure a certain standard of coaching and continuity.
- Various sources of funding should be explored and applications submitted, where appropriate.
- The time of year, day of the week and time of the day will all need to be considered in order to ensure maximum support from the juniors.
- Consultation with the junior's will help to identify the optimum time and establish whether sessions are based during the summer or throughout the year.
- Age and ability of attendees – Similar ability groups are more manageable for the Professional.
- It is recommended that the Academy should have an input into the coaching programme and that volunteer coaches are utilised in order to maximise the number of junior members that can attend coaching sessions.

4.3 Monitoring and Evaluation - To continually monitor and evaluate all golf development initiatives in order to assess the impact and identify where resources can be best focused.

4.4 Intent Statement - Children and young people have the right to have fun and be safe when taking part in any sport. Golf has powerful and positive influences on children and young people which help to develop valuable qualities. It is important therefore that ABLC places the welfare of children and young people first and adopts practices that support, protect and empower them. An environment of care, patience, understanding and encouragement will give the best start to the young golfer. The welfare of each child and young person is paramount.

5 IMPORTANT JUNIOR POLICIES

5.1 In making provision for children and young people, the following considerations must underpin all decisions and policies.

- The welfare of each child and young person is paramount
- All children and young people have the right to protection from abuse.

- All suspicions and allegations of abuse will be taken seriously and responded to swiftly and appropriately.
- All staff (paid / unpaid) have a responsibility to report concerns to the appropriate officer.
- Staff / volunteers are not expert in dealing with situations of abuse but should know how to properly handle any information that may come to their attention.

5.2 Policy Statement - ABLC has a duty of care to safeguard all children and young people, in the club organisation, from harm. All children and young people have a right to protection and ABLC will ensure the safety and protection of all children and young people involved in club activities through adherence to the Safeguarding and Child Protection Policy adopted by ABLC. Young people are defined as those less than 18 years old.

5.3 Policy Aims - The aim of the ABLC, Safeguarding and Child Protection Policy is to promote good practice. Providing children and young people with appropriate safety and protection whilst in the care of ABLC allow all staff / volunteers to make informed and confident responses to specific child protection issues.

5.4 Good Practice Guidelines - All personnel should be encouraged to demonstrate exemplary behaviour in order to protect themselves from false allegations.

Good Practice examples:

- Treat all young people equally, with respect and dignity.
- Always put the welfare of each young person first, before winning or achieving goals.
- Maintain a safe and appropriate distance with players, whilst building balanced relationships based on mutual trust.
- Work in an open environment and avoid regular private or unobserved situations.
- Make golf fun, enjoyable and promote fair play.
- Ensure any form of manual / physical support is provided openly.
- Young people should always be consulted and their agreement gained. Involve parents / carers whenever possible and encourage their responsibility for their children.
- Give enthusiastic feedback.
- Secure parental consent, in writing, to act as 'in loco parentis' if need arises and administer emergency first aid and / or other medical treatment.
- Keep a written record of any injury that occurs and treatment given.
- Keep a record of specific medical conditions and the need for regular medication.
- On acceptance into the junior section, gain written parental consent, if club officials are required to transport young people in their cars.

- Ensure that members volunteering to transport children / young people, have been DBS and ISA checked.
- Videoining as a coaching aid: There is no intention to prevent club coaches using video equipment as a legitimate coaching aid. However, children and young people and their parents should be made aware that this is part of the coaching programme and that such films will be stored securely and safely. Written, signed permission for videoining is to be obtained from the respective parent.

5.5 Procedures to prevent abuse- ABLC recognises that anyone may have the potential to abuse children and young people in some way. All reasonable steps will be taken, to ensure that only suitable people work with our young golfers.

5.6 Recognizing signs of abuse - Indicators of abuse include:

- Unexplained or suspicious injuries (e.g. bruising).
- Injury for which the explanation seems inconsistent.
- A child describes an act which may have been abuse.
- Unexplained changes in behaviour, e.g. eating, cleanliness, inappropriate sexual awareness
- Distrust of adults
- Difficulties in social interaction with children and / or adults.

5.7 Procedure to follow should a disclosure be made - The key to successful child protection is common sense but it is important to react immediately to any disclosures, suspicions or allegations.

- Reassure the child.
- Take the child seriously.
- Keep questions to a minimum.
- Record all that is said, explaining confidentiality.
- Record details of the nature of the allegation.
- Describe any injuries.
- Record names of witnesses.
- Record dates and times.

5.8 Confidentiality - Every effort should be made to ensure that confidentiality is maintained for all concerned. Information should be handled and disseminated on a 'need to know' basis only. This includes the following people as appropriate:-

- The parents of the person who is alleged to have been abused.
- The person making the allegation.
- Social services / police.
- The alleged abuser (and parents, if the alleged abuser is a child) – Social services to be consulted in this matter.

Information should be stored in a secure place with limited access to designated people, in line with the data protection laws, (e.g. that information is accurate, regularly updated, relevant and secure).

The club will assure all staff / volunteers that it will fully support and protect anyone who in good faith reports a concern that a child may be at risk to abuse.

5.9 Detailed record to be completed for social services / police –

- The child's name, age and date of birth of the child.
- The child's home address and telephone number.
- Whether or not the person making the report is expressing their own concerns or those of someone else.
- The nature of the allegation, include dates, times, any special factors and other relevant information.
- Make a clear distinction between what is fact, opinion or hearsay.
- A description of any visible bruising, or other injuries. Also any indirect signs, such as behavioural changes.
- Details of witnesses to the incidents.
- The child's account, if it can be given, of what has happened and how any bruising, or other injuries, occurred.
- Have the parents been contacted?
- If so, what has been said?
- Has anyone else been consulted? If so record details.
- If the child was not the person who reported the incident, has the child been spoken to? If so what was said?
- Has anyone been alleged to be the abuser? Record details.
- Where possible referral to the police or social services should be confirmed in writing within 24 hours and the name of the contact, who took the referral, should be recorded.

5.10 Adult Code of Conduct - This code of conduct has been designed to ensure that all Adults have a point of reference providing the minimum standards expected when participating in golfing activities with juniors. Code of Conduct for Staff, Members, PGA Professionals, Coaches and Volunteers.

- Respect the rights, dignity and worth of every person within the context of golf.
- Treat everyone equally and do not discriminate on the grounds of age, gender, religion, sexual orientation or disability.
- If you see any form of discrimination, do not condone it or allow it to go unchallenged.
- Place the well-being and safety of the young person above the development of performance.
- Develop an appropriate working relationship with young people, based on mutual trust and respect.
- Ensure that physical contact is appropriate and necessary and is carried out within recommended guidelines with the young person's full consent and approval.
- Always work in an open environment (e.g. avoid private or unobserved situations and encourage an open environment).
- Do not engage in any form of sexually related CONTACT WITH A YOUNG PLAYER. This is strictly forbidden as is sexual innuendo, flirting or inappropriate gestures and terms.
- Know and understand the 'Children in Golf (Cig), Child Protection Policies and Procedures.
- Respect young people's opinions when making decisions about their participation in golf.
- Inform players and parents of the requirements of golf
- Be aware of and report any conflict of interest as soon as it becomes apparent.
- Display high standards of language, manner, punctuality, preparation and presentation.
- Do not smoke, drink or use recreational drugs while actively working with young people in the Club. This reflects a negative image and could compromise the safety of the young people.
- Do not give young people alcohol when they are under the care of the Club.
- Ensure the activities are appropriate for the age, maturity, experience and ability of the individual.
- Promote the positive aspects of golf, e.g. fair play.

- Display high standards of behaviour and appearance.
- Ensure that you attend appropriate training to keep up-to-date with your role and the welfare of young people.

5.11 Junior Code of Conduct _ This code of conduct has been designed to ensure that all Young Golfers have a point of reference providing the minimum standards expected when participating in golfing activities.

- Always behave responsibly and appropriately, complying with the rules of the club at which you are playing.
- Ensure that all golfers are able to participate in golf without fear of ridicule, harassment or restriction.
- Treat other golfers with the same respect and fairness you would like them to show you.
- Demonstrate fair play on and off the course. Respect differences between yourself and others.
- Speak out if you have concerns about anything, your own needs and the needs of others, including discrimination and prejudice.
- Be organised and on time.

5.12 Expectations _ ABLC expects Parents / Carers to:

- Encourage your child to learn the rules and play within them.
- Support your child's involvement and help them enjoy their sport.
- Encourage fair play.
- Help your child to recognise good performance, not just results, and applaud the good performances of all.
- Always accept officials' judgements and decisions graciously.
- Never punish or belittle a child for losing or making mistakes.
- Never force your child to take part in sport.