

BURY St EDMUNDS GOLF CLUB



Junior Member Application Form (accompanied by signed Safeguarding Policy documents)

I wish to make an application to become a member of the Junior Section of Bury St. Edmunds Golf Club.
I understand that as a Junior Member I should follow the Rules and Bye-laws of the Club and that my membership shall be probationary.

Full Name:

Address:

..... Postcode:

Date of Birth: Parent/Guardian Telephone:

Parent/Guardian E-mail Address:

Present School:

Present Golf Club **CDH No.**

Friends that are already Junior Members:

Other sporting interests and achievements:

I authorise Bury St Edmunds Golf Club to provide England Golf with my DOB, Email and gender for Handicapping purposes: **YES / NO**

Signature of Applicant: Date:

I consent to this application Parent/Guardian

The above applicant has been assessed by the Club Professional who believes him/her to be a suitable person for probationary membership.

Club Professional :..... Signature:

Note (1) Applicants without a handicap are recommended to join the JDP scheme run by the Club Professional 01284 755979 (opt 2)

I have completed the Junior Development Programme at Bury St Edmunds Golf Club:.....**YES** **NO**

For Club use only:

Date of receipt:..... Referred to: Assessed by:

Probationary Membership Commenced:(date)

Parent consent form signed and attached Y/N

Tut Hill, Bury St Edmunds, Suffolk IP28 6LG

Telephone: 01284 755979

Email: mike.verheslt@burygolf.co.uk - sandra.stannard@burygolf.co.uk

Website: www.burystedmundsgolfclub.co.uk

General Manager: Mike Verhelst - Professional: Matt Alderton Tel: 01284 755978



Appendix 5

Bury St Edmunds Golf Club

Code of Conduct for Young Golfers

As a young golfer taking part in a BSEGC activity, you should:

- Help create and maintain an environment free of fear and harassment
- Demonstrate fair play and apply golf's standards both on and off the course
- Understand that you have the right to be treated as an individual
- Respect the advice that you receive
- Treat others as you would wish to be treated yourself
- Respect other people and their differences
- Look out for yourself and for the welfare of others
- Speak out (to your parents or a club representative) if you consider that you or others have been poorly treated
- Be organised and on time
- Tell someone in authority if you are leaving the venue
- Accept that these guidelines are in place for the well-being of all concerned
- Treat organisers and coaches with respect
- Observe instructions or restrictions requested by the adults looking after you

You should not take part in any irresponsible, abusive, inappropriate or illegal behaviour which includes:

Smoking

Using foul language

Publicly using critical or disrespectful descriptions of others either in person or through text, email or social network sites

Consuming alcohol, illegal performance-enhancing drugs or stimulants.

Child Signature Print Name

Parent/Carer Signature Print Name

Please sign and return to:

Bury St Edmunds Golf Club, Tut Hill, Bury St Edmunds, Suffolk IP26 6LG



Appendix 6

Bury St Edmunds Golf Club

Code of Conduct for Parents/Carers of Young Golfers

Bury St Edmunds Golf Club recognises its responsibility to safeguard the welfare of children participating in club activities, and therefore has child protection policies and comprehensive child protection procedures to contribute towards the aim of ensuring that all children at Bury St Edmunds Golf Club have an enjoyable and safe experience of golf. We wish to work in partnership with parents and therefore would ask that they assist Bury St Edmunds Golf Club by considering the following points:

- All players 12 years or under must be accompanied by an adult (16 years or over) for their entire time at the club unless part of an organised Golf Club Event.
- Take an interest in your child's activity and progress and be supportive.
- Praise the effort as well as the results of your child's participation.
- Introduce yourself to the Junior Organiser, coaches and Child Welfare Officer.
- Find out what the club has to offer in terms of coaching and junior competitions, and become familiar with the rules of the club, including any playing restrictions for children.
- Become familiar with Bury St Edmunds Golf Club's Child Protection Policy and Procedures.
- Read the Junior code of conduct and discuss this with your child.
- Be punctual when dropping off and picking up your children for/ from coaching and competitions- volunteers cannot leave your child alone at the venue and must stay at the club until the last child leaves. If you are likely to be late, please contact the Junior organiser via the Pro Shop to discuss what to do.
- Take an interest in who your son/ daughter is playing with, introduce yourself if it is an adult you do not know.
- If leaving your son/ daughter at the club please make sure they have some spending money, appropriate clothing (eg. a hat and sun protection cream to protect them from the sun or water-proofs), a drink to take in their bag, dehydration occurs even if it is not that warm. A change of shoes to enter the Club House.
- Complete the Parent consent form promptly, and notify the club of any amendments so that we may care for your child as efficiently as possible.
- Discuss any particular requirements, your child has that may affect the ability of your child to enjoy the sessions or the ability of coaches and volunteers to meet their needs effectively.
- Have clear lines of communication to keep up with your child's progress.
- Ensure that the club has an emergency contact number for you when you are away from the club, a mobile would be preferable and that you leave your mobile switched on so that you can be contacted in an emergency.
- Raise any concerns you have about the coaching, club procedures, or care that your child receives with the Child Welfare Officer or the Junior Organiser so that we may address them appropriately and promptly.
- Make sure that your child knows what time they will be collected, where they are being met, and by whom.
- Check your household insurance policy to ensure that your child has adequate and appropriate cover, particularly public liability insurance.
- The transporting of children to and from the club for matches, competitions, and coaching is the responsibility of parents. The club will only become involved in these arrangements in exceptional circumstances. Parents are welcome to contact the parents of other junior members and make private arrangements to share transport, but this does not fall within the responsibility of the club.

Parents/Spectators' Code when watching Junior Competitive Golf

- Make sure any mobile phone is switched off
- Do not walk or talk with players
- Keep to the sides of fairways, away from any ball in play and 50yds. from players
- Avoid trampling long grass when helping to search for a ball
- If a found ball might be the player's, do not touch it
- Do not carry or handle a player's clubs or offer advice
- Do not offer information about the Local Rules. Those for the event may be different from those of the club
- Keep still and quiet and do not use cameras while a ball is being played
- Golf courses can be dangerous for young children – please keep them safe.
- No dogs allowed.

Parents/Spectators' Code when walking with Juniors in Social Golf

Check in the Pro Shop before going out that the course is open for play.

Be appropriately dressed for walking on the golf course. The same dress code applies to golfers and parents/carers/spectators.

Do not use your mobile phone except in an emergency.

Be aware of other groups of golfers who may be playing in a competition. They should have priority.

| | |
|-------------|-------|
| Signed: | Date: |
| PRINT NAME: | |

Please sign and return to:

Bury St Edmunds Golf Club, Tut Hill, Bury St Edmunds, Suffolk IP26 6LG



Appendix 10

Bury St Edmunds Golf Club

Junior Profile and Parental Consent Forms

(For Players Under the age of 18)

The safety and welfare of juniors in our care is paramount, and it is therefore important that we are aware of any illness, medical condition and other relevant health details so that their best interests are addressed.

In compliance with the Data Protection Act [2018, GDPR and all relevant data protection legislation](#), all efforts will be made to ensure that information is accurate, kept up to date and secure and that it is used only in connection with the purpose and activities of the organisation. Information obtained is treated as confidential (and only given to those who need it to fulfil a duty of care for the child), this information will be held on Club V1 Junior Membership Record Notes and in the Pro Shop and information will not be kept once a person is no longer a member of the organisation. The information will be disclosed only to those members of the organisation for whom it is appropriate and relevant officers of England Golf where necessary. This information can be accessed during sessions and matches for emergency purposes.

It is the responsibility of the junior and their parent to notify the Club Welfare Officer (CWO), Secretary, Pro Shop and Junior Organiser if any of the details change at any time.

| | | |
|------------------------|--|--|
| Junior Name | | |
| Date of Birth | | |
| Address | | |
| Telephone Number | | |
| Parents' Names | | |
| Address (if different) | | |
| Home Telephone No | | |
| Mobile Telephone No | | |
| Work Telephone No | | |

| Emergency Contacts | |
|---------------------------|--|
| Contact 1 Name | |
| Relationship to child | |
| Home Telephone Number | |
| Mobile Telephone Number | |
| Work Telephone Number | |
| Contact 2 Name | |
| Relationship to child | |
| Home Telephone Number | |
| Mobile Telephone Number | |
| Work Telephone Number | |

| | |
|---|--|
| Please confirm details of all those with Parental Responsibility for the Child. | |
|---|--|

Medical Information

| | |
|--------------------------|--|
| Child's Doctor's name | |
| Doctor's Surgery Address | |
| Telephone Number | |

Does your child experience any conditions requiring medical treatment and/or medication?

YES

NO

(please circle answer)

If yes please give details, including medication, dose and frequency.

| |
|--|
| |
|--|

Does your child have any allergies?

***YES**

NO

*If yes please give details.

Does your child have any specific dietary requirements?

***YES**

NO

*If yes please give details.

What additional needs, if any, does your child have eg: needs to help administer planned medication, assistance with lifting or access, regular snacks?

Disability

The Equality Act 2010 defines a disabled person as 'anyone with a physical or mental impairment, which has a substantial and long-term adverse effect on his or her ability to carry out normal day to day activities'.

Do you consider your child to have a disability?

***YES**

NO

*If yes what is the nature of the disability?

Does your child have any communication needs et. Non-English speaker/hearing impairment/sign language user/dyslexis? If yes, please tell us what we need to do to enable him/her them to communicate with us fully.

Consent from Parent/Legal Carer:

- I confirm to the best of my knowledge that my child does not suffer from any medical condition other than those detailed above.
- I agree to notify the Club of any changes to this information.
- I give my consent that in an emergency situation, the club may act in my place (loco parentis), if the need arises for the administration of emergency first aid and/or other medical treatment which, in the opinion of a qualified medical practitioner, may be necessary. I also understand that in such an occurrence all reasonable steps will be taken to contact me or the alternative adult named in this form.
- The attached signature will denote that my child has my permission to be on the golf club's premises.
- I acknowledge that the club is not responsible for providing adult supervision for my child, except for formal junior golfing coaching, matches or competition.
- I agree to my child being transported by club representatives to and from venues when he/she is representing the club.

(Please tick the boxes if agreed)

| | |
|---|--|
| By signing this document I confirm that I have legal responsibility for I am entitled to give this consent and I am aware of how the information I have provided may be used. | |
| Signed – Parent/Carer | |
| Print name | |
| Date | |

Please sign and return to:

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Appendix 11

Bury St Edmunds Golf Club

Photography Consent

This form is to be signed by the legal carer of a child under the age of 18, together with the child. Please note that if you have more than one child registered you will need to complete separate forms for each.

BSEGC recognises the need to ensure the welfare and safety of all children in golf. As part of our commitment to ensure their safety we will not permit photographs, video images or other images of your child to be taken (except where some incidental inclusion may not be possible to avoid) or used without your consent.

BSEGC will ensure that any image of a child where consent has not been obtained will not be published.

BSEGC will follow the guidance for the use of images of children as detailed within the Club's Safeguarding Children and Young People Policy.

BSEGC will take steps to ensure these images are used solely for the purposes for which they are intended ie: the promotion and celebration of the activities of the club.

If you become aware that these images are being used inappropriately you should inform the Club Welfare Officer immediately.

The photographs may be available on the website <http://burystedmundsgolfclub> for the relevant golf season. If at any time either the parent/ carer or the child wishes the data to be removed from the website, 7 days' notice must be given to the Club Welfare Officer after which the data will be removed.

To be completed by parent/carer

I _____ (Parent full name)

consent to BSEGC photographing or videoing _____ (name of child)

under the stated rules and conditions, and I confirm I have legal parental responsibility for this child and am entitled to give this consent.

Signature _____ Date _____

To be completed by child _____ (Child full name)

consent to BSEGC photographing or videoing child under the stated rules and conditions.

Signature _____ Date _____

Please sign and return to:

Bury St Edmunds Golf Club, Tut Hill, Bury St Edmunds, Suffolk IP26 6LG



Appendix 12

Bury St Edmunds Golf Club

Guidance for parents

The BSE GC is delighted to welcome you and your child to what we hope is the first of many events that you will be taking part in.

The positive effect of your support, as a parent, cannot be overstated. Your behaviour has a real influence on the way your child experiences golf.

First things first – why is your child showing an interest in the sport? Is it to learn a new game? To hang out with their friends? Because they did it in school and liked it? Or because you play?

Make sure they are playing for their own reasons, not yours.

To enable us to provide the best possible experience for you and your child, we kindly request that you read through the following guidance and complete the attached forms.

- Take an interest in your child's activity and progress and be supportive.
- Familiarise yourself with the BSE GC Safeguarding Policy, full details at www.burystedmundsgolfclub.co.uk

Familiarise yourself with:

- A. Codes of Conduct for parents, coaches, children and young people.
 - B. Transport Policy.
 - C. Changing Room Policy.
 - D. Photography, Videoing and the use of Social Media Policies.
- Complete the attached Parental Consent Form which will enable event organisers to cater for any particular needs that your child may have (eg. medical conditions and medications, allergies, learning difficulties etc.), as well as contact you in the unlikely event of an emergency.
 - Go through the attached Code of Conduct **with** your child and return a signed copy to the club/ event organiser.
 - Be punctual when dropping off and picking up your child from coaching/ events. It is important to communicate with the club if collecting your child after an event/coaching session may cause a problem.
 - Introduce yourself to the adults involved in the supervision of your child.

When leaving your child, make sure they have the necessary provisions for the day including the ability to meet the requirements of changing weather conditions. Please ensure that your mobile is switched on when you are away from the club, so that you can be contacted in an emergency.

- Encourage your child to take part and support club activities such as coaching & competitions.

- Help your child to arrange golf with other juniors away from club organised activities so they have someone to play golf with.
- As a parent/carer you are encouraged to:
- Discuss any concerns regarding the organisation of activities or the behaviour of adults towards your child with the Club Welfare Officer, who will treat any concerns you or your child may have in the strictest confidence.
- England Golf Lead Safeguarding Officer is also available for advice: 01526 351824
- **Bury St Edmunds Club Welfare Officer**
Debbie Anthistle – 07925 224870