



JUNIOR HANDBOOK



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Mission Statement

- *To enable our juniors to develop their golfing skills and enjoyment of the game in a safe and friendly environment, regardless of ability. Their participation in golf will help them acquire essential life skills, build confidence, integrity and self-esteem.*
- *To have an active and well-regarded junior section that develops players so that they can progress to adult membership.*

Junior Charter - Our Aims

- To create a welcoming and safe environment where junior golf can thrive by providing opportunities for them to participate and develop their talent to whatever level they aspire.
- To ensure the safety of our junior members by adopting England Golf's SafeGolf standards.
- To nurture and encourage each junior member's participation in golf, regular competitions and practice.
- To provide coaching opportunities that help to develop each child.
- To give them the skills, confidence and understanding of the rules of golf so that they can play on the course independently.

Junior Noticeboard

- This is situated outside the Secretary's office and displays information regarding forthcoming events, results etc. Please look at this regularly to keep up to date.

Playing the Course & Use of the Practice Facilities

- Outside of competitions (see page 9), all Junior Members aged 14 & above with an active WHS Handicap Index may play the course at any time.
- All other Junior Members may play at any time except on Saturdays before 3.30pm, or on Sundays and public holidays before 12 noon.
- Such juniors may play on Sunday and public holiday mornings provided they are accompanied by an appropriate adult Member with an active WHS Handicap Index in accordance with the club's safeguarding policy.
- Behaviour on the course should be exemplary.



- Always observe the code of conduct set out in the appendices.
- It is advisable that juniors do not play alone.
- Do not practice on the golf course – this includes chipping several balls onto a green or driving more than one ball at a hole.
- The correct tee markers should be used on all holes.
- A mobile phone (switched off or to silent) may be carried for safety reasons **only** whilst on the golf course.
- Keep track of the direction of any golf ball and should it be heading towards another golfer, shout “Fore!” loudly in their direction.
- Should a ball enter a private property, **do not** retrieve it.
- If the ball has or may have damaged any surrounding property, always report it to the Professional or any of the bar staff. The club has an accidental damage insurance policy and no member will be liable.
- If weather conditions deteriorate, a decision may be made by the Professional or other members of staff within the clubhouse to suspend play. This will be done by sounding the klaxon for approximately six seconds. Players **must** stop play immediately, mark their ball and return to the clubhouse when conditions allow. If a decision is taken to resume play, there will be a subsequent blast of the klaxon.
- Pace of Play – when on the course, please be aware of your position in relation to the group in front of you. If you lose a hole and are delaying the group behind, stand aside and invite the group behind to play through.
- Be ready to play immediately when it is your turn.
- For guidance, the following are recommended times for the completion of 9 holes (just double these times for 18 holes):
2ball – less than 1 hour & 40 minutes
3ball – less than 1 hour & 50 minutes
4ball – less than 1 hour & 55 minutes
- **Always keep up with the game in front of you rather than staying ahead of the game behind you!**
- Check the scorecards and agree the scores before signing them. Once a scorecard is signed it cannot be altered. On most occasions, an incorrectly marked card that is signed for will result in being disqualified from that competition.



Etiquette

- Always rake until smooth the bunkers you have been in and leave the rake in a flat area of the bunker.
- Always replace divots and repair pitch marks on the green – regardless of whether you have caused them.
- Do not risk damage to the tee or fairways with excessive practice swings – one swing before playing your shot should suffice.
- Be careful not to damage the hole or putting green when attending or removing the flag.
- Please keep trolleys off greens and tees. Similarly, if you are carrying please don't place your golf bag on the green. Always try to leave your equipment at the exit point of the green nearest the next tee.
- Behave in a sporting way. Don't throw clubs or distract another player by moving or making a noise while they are playing.
- On completion of your round, always shake hands with the other players.
- Remember honesty is very important in golf as in life itself. It is a game of trust, you are your own policeman. If you cheat, you cheat yourself and betray the trust of other players. Once trust is lost, it is very difficult to regain.
- Please place any rubbish in the appropriate bins. If there isn't one convenient, please put the items into your golf bag until you come across one.
- When using the practice ground, please read the signs explaining whether you can use the grass tees and where you can chip from to the chipping green.
- You use your own practice balls on the practice ground. If you don't have any there are usually some that you can borrow in the Harris Hut, which is situated between the men's first tee and the box nets. Please make sure that you collect them after use and return them back to the hut.
- *"The more I practice the luckier I get!"* Gary Player, 9 time major champion



Dress Code



This dress code may be relaxed when juniors are having their first few golf lessons.

In the clubhouse

- Juniors must be polite and courteous to fellow members, all club staff, coaches, organisers, parents and visitors.
- No jeans are allowed in the clubhouse. Whilst trainers are not allowed for adult members, we recognise they may be the only shoes available for some juniors.
- Soiled or wet clothing or footwear must not be worn in the clubhouse.
- Shirts must be tucked in at all times.
- No headwear is to be worn in the clubhouse.
- The purchase or consumption of alcohol is not permitted if you are less than 18 years of age.



- Smoking is not allowed in the clubhouse.
- Mobile phones may be used in the clubhouse for messaging, internet browsing etc if the volume is turned off. They are not to be used within the clubhouse for voice calls.
- Please be considerate when using your phone.
- The changing rooms are to only to be used for that purpose – juniors should not loiter in there for any other reason.
- Don't leave golf equipment unattended, whether at HGC or when visiting another club. Keep them in constant sight or if possible, place them in the boot of a car. They are **your** responsibility.
- Don't leave valuables or money in your golf bag. Please report any suspicious behaviour around the clubhouse or in the locker room to a member of staff.

Changing rooms

- The changing rooms are used by all members & visitors.
- Juniors will only be supervised if needed at club organised events.
- Parents should be aware that adults use the changing rooms throughout the day for changing & showering.
- Where a parent/guardian does not consent to their child accessing the changing rooms, it is their responsibility to either supervise the child while in the changing rooms or ensure that they do not use them.

Things to carry in your golf bag

Essentials

- Clubs (remember a maximum of 14 are allowed!)
- Golf balls (more than 1 or 2....)
- Tees (again more than 1 or 2....)
- Ball markers
- Pitch mark repairer
- Glove(s)
- Ball marker pen
- Drink
- Watch
- Golf rule book
- Hat
- Waterproof



- Umbrella
- Sun cream
- Insect repellent (the horse flies on holes 6 and 7 can leave their mark!)

Non Essentials

- Club cleaner
- Mobile phone
- Snacks
- Sunglasses

Playing for the Junior team

- If selected, you will be an ambassador for our club so please observe and act on the important points below. These rules apply for both home and away venues.
- Be at the clubhouse at the requested time. If there is a problem, contact the person in charge of the event. If necessary, leave a message with a contact number.
- Ensure parents/carers are aware of all arrangements regarding the event.
- For boys, always bring a jacket, shirt and tie unless you are told otherwise. Likewise for girls, bring smart attire for after the match if necessary.
- Observe the local rules of the course and any clubhouse rules when visiting another club.
- Should there be a dispute on the course, remain calm and continue the round. Seek guidance from the event organiser on completion.
- After your game, put your equipment in a safe place until your transport arrives.
- Do not leave the venue without permission. Be ready to leave when requested and ensure that you have collected all your belongings.
- Please inform the event organiser at the earliest opportunity if you are unwell or unable to play.
- Please do not be disappointed if you are not selected to play in consecutive matches – we will try to select as many different juniors as possible.



Competitions

- Currently we run various competitions such as Adult-Junior events & Saturday competitions.
- As juniors improve and get an appropriate WHS handicap index as per our previous explanation, they can then play in the men's and ladies' competitions.

Playing in Adult Competitions

- Junior Members with an active WHS Handicap Index shall be entitled to enter club competitions, except for knock outs, subject to the approval of the Professional and/or Competition Committee. They must be accompanied by an appropriate adult Full Member in accordance with the club's safeguarding policy. Junior members with an active WHS Handicap Index eligible to enter competitions may only enter knock out competitions in exceptional circumstances and with further approval from Competition Committee guided by the Professional.
- When making bookings for competitions, male junior members are encouraged in the first instance, to book on the alternate day or Saturday morning. If for any reason this is not possible then they should contact the Professional who will advise them if an afternoon tee time is available for them to play.
- In the event that a competition is oversubscribed, Junior members may be required to withdraw to facilitate a full paying member to play. This process would be managed by the Professional.
- Outside of competitions all Junior Members over the age of 14 with an Active WHS Handicap Index may play at any time. All other Junior Members may play at any time except on Saturdays before 3.30pm, or on Sundays and public holidays before 12 noon. Those Junior Members without a WHS Handicap Index or who are under the age of 14 may play on Sunday and public holiday mornings provided they are accompanied by an appropriate adult Member with an active WHS Handicap Index in accordance with the club's safeguarding policy.



Away Competitions

- These are the individual player's responsibility. Please ensure the host club is notified if the junior is no longer able to play.

Handicaps

- To obtain a junior handicap you must play in an adult-junior competition or one of the Sunday competitions.
- To obtain a WHS handicap (which is recognised as valid at other golf clubs and around the world), you need to submit 3 x eighteen-hole scorecards or 2 x eighteen and 2 x nine-hole scorecards. Please put the date on the scorecard and indicate which tees were play off.
- Your scorecard must be marked by another golfer with a Handicap Index.
- The rounds can be played at Hale GC or any other WHS approved course.

Insurance

- Hale GC has a insurance policy for all members whilst playing the course, which is included in their subscription. The covers a golfer for third party claims for damage to property. Please ensure you have adequate cover for anything outside of our club liability.

Captains

- Juniors, like all other members, should show courtesy to the gentleman captain, lady captain and president of the club with the appropriate form of address. For example, "Mr Captain", "Lady Captain" etc.
- The junior captain does not need to be addressed as such, but it is important that you recognise and respect their position and offer your help when asked.

Presentation Evening

- We run an annual presentation evening with a fun competition beforehand which takes at the start or end of the golf season. Families are encouraged to attend and join in the celebrations.



Coaching

- Our professional Richard Booth provides a comprehensive coaching service to adults and juniors. Please contact him for more details.

Bullying

- We want to have a bully-free junior section here at Hale GC. Juniors must report any incidents of physical or verbal bullying to any member of the Junior Committee, their parents or whoever they feel comfortable talking to.

Bullying can be difficult to define and can take many forms which can be categorised as;

- Physical – hitting, kicking, theft
- Verbal – homophobic or racist remarks, threats, name calling
- Emotional – isolating an individual from activities or a group

All forms of bullying include;

- Deliberate hostility & aggression towards an individual(s)
- A victim who is weaker and less powerful than the bully or bullies
- An outcome which is always painful & distressing for the victim

Bullying behaviour may also include;

- Other forms of violence
- Sarcasm, spreading rumours, persistent teasing
- Tormenting, ridiculing, humiliation
- Racial taunts, graffiti, gestures
- Unwanted physical contact or abusive or offensive comments of a sexual nature.

Social Media Advice for Children

- Consider carefully who you invite to be your friend online and make sure they are who you think they are.
- There are websites that offer advice about protecting yourself online, such as www.ceop.gov.uk and www.childnet.com
- Make sure you use privacy settings so that only friends can view your profile.



- Remember that anything you post on websites may be shared with people you don't know.
- Never post comments, photos, videos, etc., that may upset someone, that are untrue or that are hurtful. Think about whether you may regret posting the content at a later date.
- If you are worried or upset about something that's been posted about you, or by texts you receive from other juniors or adults involved with the club, raise this with your Club Welfare Officer. Alternatively contact your National Governing Body Lead Safeguarding Officer (Victoria Brown at England Golf Tel: 01526 351851). Do not suffer alone. You will be listened to and your concerns will be taken seriously.
- If you want to talk to someone anonymously, call Childline on 0800 1111, or contact them on the web at www.childline.org.uk . You can also call the NSPCC on 0808 800 5000.

Code of Conduct

- All juniors and parents **must** sign and return the "Code of Conduct for Young Golfers" form. The code of conduct has been written to ensure that all the juniors know the standards of behaviour expected of them when in the clubhouse, playing golf, attending coaching sessions or representing Hale Golf Club.

Photography Consent

- If you are happy to do so, please complete the "Photography Consent" form to enable us to use the occasional photo of your child/children in our Twitter feed and other low key promotional activities.

Medical Records

- To confirm with England Golf's guidelines. The "Junior Profile & Parental Consent Form" **must** be completed in respect of all juniors. Forms will be taken to any events away from HGC for the duration of the trip.
- Confidentiality is assured and the organiser responsible will keep the forms should parents/carers need to be contacted in emergency.



Junior Section Volunteers

NAME	ROLE	TEL. NUMBER	EMAIL ADDRESS
Richard Booth	Club Professional	0161 249 8427	richardsboothuk@gmail.com
Phil Hickson	Junior Organiser	07768 345618	philhickson7@gmail.com
Jo Egerton	Junior Welfare Officer	07904 961319	jo.egerton62@googlemail.com

If you are willing to get involved with helping our Junior Section, please contact Richard.



Junior Handbook Acknowledgement Slip

Please sign and return this slip to the Office, marked for the attention of Peter Hindle or Richard Booth as soon as possible. Thank you.

TO BE COMPLETED BY THE PARENT

I,

(Parent/guardian's full name)

confirm that I have read and accept the policies and guidelines as set out in the Hale Golf Club Junior Handbook.

TO BE COMPLETED BY THE JUNIOR

I,

(Junior's full name)

confirm that I have read and agree to comply with the policies and guidelines as set out in the Hale Golf Club Junior Handbook.