Goring & Streatley Golf Club Ltd
Anti-Bullying Policy

COPY

1. Policy Statement

Goring & Streatley Golf Club Ltd is committed to creating a safe, inclusive, and respectful environment for everyone involved in golf. Bullying, harassment, victimisation and/or abusive behaviour will not be tolerated under any circumstances.

We recognise our duty of care to safeguard children, young people, and adults at risk, and to promote dignity, respect, and fairness for everyone across all activities.

2. Purpose

This policy provides a clear framework to:

- Define bullying and unacceptable behaviour
- Outline how concerns should be reported and managed
- Ensure appropriate safeguarding responses
- Protect individuals from harm, discrimination, or victimisation

3. Scope

This policy applies to all individuals involved in [Club/County/Facility Name], including:

- Members
- Volunteers
- Staff
- Coaches and officials
- Players and participants

It applies in all environments connected to golf activity, including:

- Club premises and facilities
- Competitions and events
- Travel associated with golf
- Online and digital communications

COPY

4. Principles

Goring & Streatley Golf Club Ltd is committed to:

- Treating all concerns seriously and responding promptly. Reports will be acknowledged as soon as reasonably practicable and reviewed without unnecessary delay.
- Handling information sensitively, confidentially (on a need-to-know basis) and in accordance with data protection principles
- Ensuring individuals can report concerns without fear of victimisation

- Applying fair, proportionate, and consistent processes
- Placing the welfare of children, young people, and adults at risk at the centre of all decisions

5. Definition of Bullying

Bullying is unwanted behaviour that may be intentional or unintentional and which has the purpose or effect of intimidating, degrading, humiliating, undermining or harming another person It is usually repeated over time and may involve an imbalance of power but can also include serious one-off incidents that cause significant distress or harm.

Bullying may occur:

- In person
- Within teams or club environments
- Online or through digital communication

COPY

6. Categories of Bullying

Bullying can take many forms, including:

- **Emotional/Psychological**: intimidation, exclusion, manipulation
- **Verbal**: insults, threats, derogatory remarks
- **Physical**: assault, damage to property
- **Cyberbullying**: abusive messages, social media harassment, sharing harmful content

- **Discriminatory/Prejudicial**: behaviour linked to protected characteristics (e.g. age, disability, gender reassignment, race, religion, sex, sexual orientation)

7. Examples of Bullying

Whilst not an exhaustive list, this could include:

- Deliberately excluding individuals from team activities.
- Mocking performance, ability or disability.
- Hazing or initiation activities.
- Persistent criticism intended to humiliate.
- Excessive or degrading coaching behaviours.
- Online abuse through WhatsApp groups, social media or gaming platforms.

COPY

8. Legitimate Management or Coaching

Reasonable coaching instruction, performance feedback, disciplinary action, management direction, or enforcement of club rules does not constitute bullying when undertaken fairly, respectfully and proportionately.

9. Unacceptable Behaviour

The following behaviours are not acceptable:

- Bullying in any form
- Harassment or intimidation, including behaviour that creates a hostile, degrading, humiliating or offensive environment
- Abusive language or conduct
- Discriminatory behaviour

Any such behaviour may result in disciplinary action.

10. Reporting Concerns

All bullying concerns should be reported as soon as possible to:

Club, County or Facility Safeguarding & Welfare Officer / Safeguarding Lead:
Name: Carl Bache
Contact Details: 07850 858244

11. How to Respond to a Concern

Anyone receiving a concern should:

- Listen carefully and take the individual seriously
- Reassure them they have done the right thing
- Record the information factually and accurately
- Report the concern to the Safeguarding & Welfare Officer (CSWO) or safeguarding lead. In the event that the concern involves the CSWO, or the

COPY

reporter does not feel able to raise the concern with them, concerns may be reported directly to the Club Chair, County Safeguarding and Welfare Officer, England Golf safeguarding team, or the relevant statutory agency.

- Take immediate action if there is a risk of harm, including if necessary, reporting to the relevant statutory authorities such as the police or social services.

12. Managing Concerns

Where a concern of bullying is raised, the Club will:

- Assess the level of risk and appropriate response
- Where appropriate and where no safeguarding concerns exist, concerns may be resolved informally through discussion, mediation or facilitated resolution.
- Consider whether safeguarding, disciplinary, or external referral processes are required (Where bullying involves a child, adult at risk, hate incident, criminal behaviour, threats of violence, harassment, or significant emotional harm, safeguarding referral procedures will be considered).
- Maintain clear and accurate records
- Seek advice from relevant safeguarding authorities where necessary

The Club will seek to manage concerns fairly and objectively. Individuals who are the subject of allegations will be given the opportunity to respond, unless doing so would place another individual at risk or compromise safeguarding processes

COPY

13. Cases Involving Adults

When concerns involve adults, consideration must be given to:

- Capacity to make decisions
- Consent to share information
- Vulnerability and risk factors

Referral to external safeguarding agencies may be necessary where there are concerns about:

- Abuse or neglect
- Coercion or exploitation
- Significant harm or criminal behaviour

COPY

14. Confidentiality & Information Sharing

Information will be:

- Shared only on a need-to-know basis
- Retained and disposed of in accordance with the Club's data retention schedule and legal obligations Used solely for safeguarding and welfare purposes

15. Protection from Victimisation

Goring & Streatley Golf Club Ltd will ensure that:

- Individuals raising concerns in good faith are protected
- Confidential concerns may be raised without fear of disadvantage
- No retaliation, discrimination, or victimisation occurs

Any form of retaliation will be treated as a serious disciplinary matter.

16. Roles & Responsibilities

Club/Organisation

- Implement and promote this policy
- Ensure appropriate safeguarding procedures are in place

Club Safeguarding & Welfare Officer

- Act as the main point of contact for safeguarding concerns
- Coordinate responses and maintain records
- Seek advice from external bodies when required

Committee / Leadership

- Promote a culture of respect and zero tolerance for bullying
- Support the effective implementation of this policy

COPY

Members & Participants

- Treat others with respect
- Report concerns or incidents of bullying

Parents and Carers

- Support the principles of this policy
- Encourage respectful behaviour
- Raise concerns appropriately

COPY

17. Disciplinary Action

Breaches of this policy may result in action in line with the Club's disciplinary procedures, which may include:

- Warnings
- Suspension
- Removal of membership or role
- Referral to governing bodies or statutory agencies

False or Malicious Allegations - Concerns raised in good faith will never result in disciplinary action, even where they are not substantiated. However, deliberately false or malicious allegations may be addressed through disciplinary procedures.

18. Supporting Documents

This policy should be read alongside other relevant policies, which could include:

- Safeguarding Policy
- Code of Conduct
- Complaints and Disciplinary Procedures

19. Legal Statement

Goring & Streatley Golf Club Ltd reserves the right to take appropriate action or escalate concerns where necessary to protect the welfare of individuals and uphold safeguarding responsibilities.

COPY

Document Version Control

Version:	V1
Last reviewed:	23rd July 2026
Reviewed by:	Helen Jones, Lead Safeguarding Officer
Next review:	June 2026

SafeGolf | ENGLAND GOLF | RESPECT IN GOLF

Committed to making golf a safe, welcoming and inclusive sport

CLUB SAFEGUARDING & WELFARE OFFICER

Is something worrying you?
Do you need someone to talk to?

Speak to your Club Safeguarding & Welfare Officer

COPY

Mr Carl Bache

07850 858244

carlbache41@googlemail.com

Alternatively, you can speak to someone at

ChildLine 0800 1111
NSPCC 0808 800 5000
England Golf 01526 351851

Members and Visitors Code of Conduct

Goring and Streatley Golf Club Ltd

COPY

Purpose

At Goring & Streatley Golf Club Ltd we are committed to providing a safe, welcoming, inclusive and respectful environment where everyone feels welcome and valued. This Code of Conduct outlines the standards of behaviour expected from all members and visitors to help ensure a positive experience for all.

As a member or visitor using our facilities, you are expected to:

- Treat everyone fairly and with respect, regardless of age, gender, race, disability, sexual orientation, religion or background
- Act with integrity, honesty and good sportsmanship at all times
- Respect the rights, dignity and worth of every person and treat everyone with mutual trust and respect.
- Treat all staff and volunteers with respect and courtesy at all times, and comply with their reasonable instructions, recognising their role in maintaining a safe, well-run environment
- Promote the positive values of golf, including fairness and respect both on and off the course
- Behave responsibly when representing the club in the community
- Challenge or report any behaviour that is discriminatory, abusive or inappropriate
- Support a welcoming and inclusive club environment for all

You must not engage in behaviour including, but not limited to:

- Bullying, harassment or intimidation
- Physical or verbal abuse
- Discriminatory behaviour or language
- Use of foul, abusive or offensive language
- Inappropriate physical contact
- Any conduct that may put yourself or others at risk

Safeguarding and Welfare

Goring & Streatley Golf Club Ltd is committed to safeguarding the welfare of children, young people and adults at risk.

All members and visitors share a responsibility to:

- Help create and maintain a safe environment for all
- Be vigilant and report any safeguarding concerns promptly
- Never ignore, dismiss or condone poor or harmful behaviour
- Respect and adhere to safeguarding policies and procedures at all times

If you have a concern about the welfare of any individual, you should report it immediately to the **Club Safeguarding and Welfare Officer**.

Club Safeguarding and Welfare Officer:
Name: ___Carl Bache_____
Email: ___carlbache41@gmail.com_____
Phone: __07850 858244_____

All concerns will be taken seriously and handled appropriately in line with club safeguarding procedures.

COPY

Responsibilities as a Player

The game of golf is based on honesty and integrity. Your responsibilities as a player are to:

- Pre-register any intent before starting to play.
- Play to the Rules of Golf (following any local rules), act with integrity, and refrain from using or overcoming any rule to any gain or unfair advantage.
- Play to the best of their ability
- Certify scores accurately for fellow players after witnessing a round.
- Have only one handicap record, administered by a home club.
- Return all acceptable scores, making the best possible score on each hole – submitting competition scores promptly after play and general play scores before midnight on the day of play.

Breaches of this Code of Conduct

Any breach of this Code will be addressed in line with Goring and Streatley Golf Club Ltd disciplinary procedures.

This may result in:

- Informal or formal warnings
- Restrictions on club use
- Suspension or removal of membership (where applicable)

COPY

Code of Conduct for Parents/Carers of Young Golfers

Goring and Streatley Golf Club Ltd

Purpose

This Code of Conduct outlines the standards of behaviour expected from parents and carers to help ensure golf at **Goring & Streatley Golf Club Ltd** is safe, positive and enjoyable for all young people.

As a parent/carer, you are expected to:

- Positively support and encourage your child, showing interest in their participation
- Promote golf as a fun and enjoyable activity, not just about winning
- Be realistic, supportive and respectful of your child's ability and development
- Never place your child under pressure or push them into activities they do not wish to do
- Ensure all player profile forms, consents and medical information are completed and kept up to date
- Inform **Goring & Streatley Golf Club Ltd** of any changes relevant to your child's health or wellbeing
- Deliver and collect your child punctually before and after sessions and competitions
- Ensure your child is appropriately supervised before and after organised activities
- Follow club arrangements relating to collection, transport and supervision
- Ensure your child has appropriate clothing, equipment, food and drink
- Help your child understand the rules of golf and the importance of fair play
- Behave responsibly at **Goring & Streatley Golf Club Ltd** and on the golf course
- Show respect to officials, coaches, volunteers, staff, young golfers and other parents

COPY

- Accept the decisions and judgement of officials during events and competitions
- Refrain from verbally challenging, abusing or intimidating officials, coaches, volunteers or other participants
- Promote a safe, inclusive and welcoming environment for all participants
- Respect and support people from all backgrounds
- Support and reinforce your child's understanding of their own Young People Code of Conduct

Raise concerns, complaints or feedback through the club's complaints or safeguarding procedures.

Safeguarding and welfare

- Support and follow the club's safeguarding policies and procedures
- Raise any welfare or safeguarding concerns promptly with the **Club Safeguarding and Welfare Officer**
- Report any safeguarding concern, disclosure, allegation or welfare issue as soon as possible
- Never assume somebody else has reported a concern
- Understand that safeguarding decisions are made in the best interests of all children

Club Safeguarding and Welfare Officer:

Name: __Carl Bache_____

Email: ___carlbache41@gmail.com_____

Phone: ___07850 858244_____

Digital behaviour & social media

- Use social media responsibly
- Follow club policies relating to photography and filming
- Respect requests not to photograph or film where consent has not been provided
- Never post negative, critical or abusive comments about young people, officials, coaches or the club
- Do not share images or videos of other children without appropriate consent

COPY

- Avoid discussing concerns publicly or online; raise them directly with the club

Your rights as a parent/carer

You have the right to:

- Know that your child is safeguarded during their participation
- Be informed of problems or concerns involving your child
- Be informed if your child is injured
- Have consent sought for trips, photography and similar activities
- Have concerns listened to and responded to appropriately

Breaches of this Code of Conduct

Any breaches of this Code will be dealt with by **Goring & Streatley Golf Club Ltd** in line with club procedures.
Persistent or serious breaches may result in:

- Being asked to modify behaviour
- Being asked not to attend sessions or events

Participation arrangements may be reviewed where a parent/carer's conduct presents a safeguarding, welfare or operational concern.

I have read, understood and agree to follow this code of conduct.

Parent/Carer 1 – Relationship to child _____

Signed: _____
Print Name: _____
Date: _____

Parent/Carer 2 – Relationship to child _____

Signed: _____
Print Name: _____
Date: _____

COPY

Code of Conduct for Young Golfers

Goring & Streatley Golf Club Ltd

Purpose and Scope

This Code of Conduct sets out the standards expected to ensure that golf at **Goring & Streatley Golf Club Ltd** is safe, enjoyable, welcoming and fair for all. Your safety, wellbeing and enjoyment are a priority, and these guidelines are designed to protect you and others.

This Code of Conduct applies to all young people taking part in activities organised by or on behalf of **Goring & Streatley Golf Club Ltd**.

For the purposes of this Code, a "young person" means anyone under the age of 18. All young people are expected to follow this Code when participating in coaching, competitions, events and any other club, county or facility activities.

COPY

As a young golfer taking part in activities at Goring & Streatley Golf Club Ltd, you should:

- Help create and maintain an environment free from fear, bullying and harassment
- Demonstrate fair play and good sportsmanship, both on and off the course
- Treat others as you would like to be treated
- Respect other people, including their views, backgrounds and differences
- Treat everyone with respect, including coaches, organisers, volunteers and staff
- Respect the advice and instructions you are given by adults responsible for your safety
- Understand that you have the right to be treated fairly, safely and with dignity
- Look out for your own safety and the welfare of others

- Be organised, prepared and on time for sessions and competitions
- Tell an adult in charge if you are leaving the venue
- Accept that these guidelines are there for everyone's wellbeing

If something worries you

If you are worried about yourself or someone else, or feel that something is not right, you should speak to:

- Your parent or carer
- A coach or organiser
- The **Safeguarding and Welfare Officer** at **Goring & Streatley Golf Club Ltd**

Need to talk to someone?

Club, County or Facility Safeguarding and Welfare Officer:
Name: __Carl Bache_____
Email: carlbache41@gmail.com_____
Phone: __07850 858244_____

You will always be listened to and taken seriously.

COPY

Appropriate conduct

You must not take part in irresponsible, unsafe or inappropriate behaviour, including, but not limited to:

- Bullying, harassment or intimidation
- Using foul, abusive or discriminatory language
- Smoking or vaping
- Drinking alcohol or using illegal or performance-enhancing drugs
- Posting harmful or disrespectful content online
- Behaving in a way that puts yourself or others at risk

Digital behaviour & social media

- Use your phone and social media responsibly
- Be kind and respectful online, just as you would be in person
- Do not post unkind, hurtful or disrespectful messages
- Do not share photos or videos of others without their permission

If this Code of Conduct is not followed

If this Code is broken, it may lead to a discussion with you and your parent/carer, in line with club procedures.

Serious or repeated breaches of this Code may result in action being taken in accordance with club procedures, including temporary or permanent removal from activities where necessary to protect the safety and wellbeing of others

---

I have read, understood and agree to follow this code of conduct.

Young Golfer Signature: _____
Print Name: _____
Date: _____

Parent/Carer Signature: _____
Print Name: _____
Date: _____

COPY

Incident Form

Goring & Streatley Golf Club Ltd Incident Report Template

COPY

1. Club/County or Facility Details

Organisation Name:

_____

Address:

_____

Safeguarding and Welfare Officer Name:

_____

Contact Number:

_____

Email:

_____

2. Person Reporting the Incident

Name:

_____

Role/Relationship to Organisation:

_____

Contact Number:

_____

Email:

_____

3. Details of the Person Concerned

Name:

Date of Birth if possible (will be required if information needs to be shared with an external agency such as hospital, police or LADO):

_____

Role (e.g., junior member, parent, visitor):

_____

Contact Details (address, phone number and email if possible):

_____

COPY

4. Incident Information

Date of Incident:

_____

Time of Incident:

_____

Location:

_____

Description of the Incident (include as much detail as possible):

_____

Names of any witnesses:

_____

5. Immediate Actions Taken

Actions taken by staff/volunteers:

_____

Emergency services involved (if applicable):

_____

Any immediate safeguarding measures put in place:

_____

6. Additional Information

Previous related concerns (if any):

_____

Additional notes:

_____

COPY

7. Referral / Reporting

Was this referred to England Golf? (Yes/No):

_____

Was this referred to statutory services? (Yes/No):

_____

Name of person/organisation referred to:

_____

Date and time of referral:

_____

Advice given (if applicable):

_____

COPY

8. Report Completed By

Name:

_____

Role:

_____

Signature:

_____

Date:

_____

Membership Application Form

Personal information	
Title:	
First Name(s):	
Preferred Name (if different)	
Surname:	
Pronouns:	
Competition Category (where applicable): Male / Female	
Date of Birth:	
Email: (Over 16s only)	
Tel/Mobile: (Over 16s only)	
Address: Postcode:	
Emergency Contact: Name: Tel: Email: Relationship:	
Parent/Guardian Details (**for under 18's**). Name: Tel: Email: Relationship: If this is an application for a young person under the age of 18, please provide details of a second emergency contact. Name: Tel: Email:	

COPY

Relationship:

Preferred method of communication:

- □ Email
- □ Mobile
- □ Post

Medical information		
Does the applicant have any specific medical conditions requiring medical treatment?	No	Yes – please give details
Details of medication required (e.g. pills, inhaler, epi-pen)		
Does the applicant have any other medical conditions, disabilities or other issues to be aware of?	No	Yes – please give details
Does the applicant have any allergies to be aware of?	No	Yes – please give details
Does the applicant have any dietary requirements (including vegan / vegetarian)?	No	Yes – please give details

COPY

☐ I consent to my/my child's personal and medical data provided to be shared with those club officials, employees, volunteers, coaches and first aid personnel who need access to the information for welfare, safeguarding or health and safety purposes. This data will not be shared or processed for any other purpose.

☐ In the event of an emergency, I consent to the club obtaining appropriate medical assistance and sharing relevant information with emergency services where necessary.

☐ I will inform the club if any of the medical information provided changes.

Membership Information	
Membership Category:	
Current Golf Club Membership:	
WHS No: (if known)	
Current Handicap:	
Previous Home Club (if applicable):	

Are you currently subject to any disciplinary sanction, suspension or playing restriction imposed by another golf club or governing body?	No	Yes – please give details

Photography and Video Consent	
Goring & Streatley Golf Club Ltd recognises the need to ensure the safety and welfare of all club members. We will not permit photographs, videos or other images of club members without consent. For children and young people under 18, consent must be provided by the child and their parent, or carer.	
Goring & Streatley Golf Club Ltd will take all possible steps to ensure these images are used solely for the purpose they are intended. If you become aware that these images are being used inappropriately, you should inform the Club Safeguarding and Welfare Officer immediately.	
I give permission for my/my child's photograph/video to be used within the club for display purposes	Yes/No
I give permission for my/my child's photograph/video to be used within other printed publications	Yes/No
I give permission for my/my child's photograph/video to be used on the club's website	Yes/No
I give permission for my/my child's photograph/video to be used on the club's social media pages.	Yes/No
I give permission for my/my child's photograph/video to be used for training, coaching or analysis purposes.	Yes/No
Signature:	
Print Name:	
Date:	

COPY

Goring & Streatley Golf Club Ltd takes the protection of the data that we hold about you as a member seriously and will do everything possible to ensure that data is collected, stored, processed, maintained, cleansed and retained in accordance with UK data protection legislation.

Please read the club's privacy notice carefully to see how we will treat the personal information that you provide to us. We will take reasonable care to keep your information secure and to prevent any unauthorised access.

I confirm that I have read and understood the privacy notice and how data will be used and shared ☐

By completing this form, I can confirm that I have read and agreed to the following:

The club's terms and conditions of membership ☐

The Code of Conduct ☐

For parents/carers:

I confirm that:

- ☐ I have read and agree to the Terms and Conditions of Membership.
- ☐ I have read and agree to the Code of Conduct.
- ☐ I have read the Privacy Notice.
- ☐ (Parents only) I have read the relevant safeguarding policies and guidance.
- ☐ (Parents only) My child has been made aware of the Junior Code of Conduct.

COPY

☐ I give my consent for appropriately trained first aiders, emergency responders, healthcare professionals and emergency services personnel to administer first aid, emergency treatment or other necessary medical assistance should a medical emergency arise. I understand that reasonable steps will be taken to contact me or my emergency contacts as soon as practicable.

Criminal Convictions

I agree to inform England Golf immediately if I have any relevant unspent conviction relating to sexual offences, violent offences, or conduct presenting a safeguarding risk to children or adults at risk, by contacting safeguarding@englandgolf.org.
I understand that this inbox is accessed only by a limited number of safeguarding and legal staff, and that any information I provide will be treated in strict confidence.

□ I understand my obligation to notify England Golf of any relevant unspent conviction relating to safeguarding matters.

Privacy Notice – Criminal Convictions

If you disclose an unspent conviction to England Golf, England Golf will use that information only for safeguarding purposes. England Golf process this information only for safeguarding and risk management purposes in accordance with data protection legislation, including the substantial public interest condition relating to safeguarding children and adults at risk. The information will only be accessed by safeguarding and legal staff at England Golf, and where necessary may also be shared in confidence with relevant club officials for safeguarding purposes. All information will be handled in confidence and retained only for as long as reasonably necessary for safeguarding and case management purposes, in accordance with England Golf retention practices.

COPY

Adult Membership	
Signature:	
Print Name:	
Date:	
Junior membership	
Parent/Guardian Signature:	
Print Name:	
Relationship to child:	
Date:	

For Club Use	
ID type seen: (passport, driving licence etc)	
Last 4 digits of ID document seen:	
Membership number issued:	
Paid:	
Membership approved by (enrolling staff name):	
Approval Date:	
Safeguarding concerns identified: Yes/No	
Referred for Review: Yes/No	

Clubs should not retain copies of identification documents unless necessary.

COPY

Annual Parental Consent Form – General Activities

This form can be completed once per season to cover *all routine club, county or facility activities*.

Goring & Streatley Golf Club Ltd

COPY

Annual Consent Form – Activities & General Participation

Child's Name: _____
Date of Birth: _____

Parent/Carer Name: _____
Phone: _____ **Email:** _____

1. General Participation Consent

I consent to my child taking part in:

- Coaching sessions
- Junior club, county or facility events
- Practice sessions
- On-course activities
- Club competitions

☐ I agree

2. Medical, Emergency & Welfare Information

Please provide details to help us support your child appropriately.

Does your child have any medical conditions, allergies, injuries, or additional needs?

☐ No

☐ Yes – please give details: _____

Emergency Contact (if different from above):

Name: _____

Phone: _____

I agree to my child receiving first aid if necessary.

☐ Yes

☐ No

In a medical emergency, I consent to treatment being given if I cannot be contacted.

☐ Yes

☐ No

3. Movement Around the Facilities

I consent to my child:

☐ Using the practice areas

☐ Being supervised group-to-group by staff/volunteers

☐ Moving independently between areas (age-appropriate)

4. Photo & Video Consent (Optional)

☐ Yes, I consent

☐ No, I do not consent

If yes, please tick:

☐ Group photos

☐ Individual photos

☐ Event photography

☐ Club communications

☐ Website

☐ Social media (official channels)

COPY

5. Digital Communication

The club may share:

- Schedule changes
- Junior updates
- Competition information

via **parents/carers only** unless alternative consent is explicitly given.

☐ I agree to receive club communications

Preferred method:

☐ Email

☐ Phone

☐ WhatsApp (parent-only groups)

COPY

6. Authorised Collection Persons

Who is authorised to collect your child?

1. _____
2. _____
3. _____

If there are any individuals who **must NOT** collect your child, please state below (confidential):

_____

_____

_____

7. Behaviour & Conduct

I understand my child must follow:

- Codes of Conduct
- Safety rules
- Supervisor instructions

- Anti-bullying expectations

If my child's behaviour places themselves or others at risk, I understand that the club may contact me and/or withdraw them from the activity.

☐ I agree

8. Declaration

- I confirm all information is correct.
- I will update the club if any details change.
- I understand the club's safeguarding responsibilities.

Parent/Carer Signature: _____

Date: _____

9. Information Storage

Personal information will be processed in accordance with the organisation's privacy notice and applicable data protection legislation.

COPY

Parent/Carer Consent Form for Off-Site Activities & Events

Goring & Streatley Golf Club Ltd

COPY

Child's Full Name: _____
Date of Birth: _____
Parent/Carer Name: _____
Contact Number: _____
Email Address: _____

1. Activity Details

Name of Activity/Event: _____
Location/Venue: _____
Date(s): _____
Lead Supervisor/Coach: _____
Contact Number (for the day): _____

☐ *I have received full information about the activity and understand the arrangements for travel, supervision, collection, and conduct expectations and I consent to my child taking part in this activity.*

☐ *I do not consent to my child taking part in this activity.*

2. Medical & Welfare Information

Please provide details to help us support your child appropriately.

Does your child have any medical conditions, allergies, injuries, or additional needs?

☐ No

☐ Yes – please give details: _____

Medication required during the activity:

Does your child require assistance with medical needs?

☐ No

☐ Yes – please give details:

Emergency Contact (if different from above):

Name: _____

Relationship to child: _____

Phone: _____

I agree to my child receiving first aid if necessary.

☐ Yes

☐ No

In a medical emergency, I consent to treatment being given if I cannot be contacted.

☐ Yes

☐ No

COPY

3. Transport Arrangements

How will your child travel?

☐ With parent/carer

☐ Club or County-organised transport

☐ With an authorised adult

☐ Other: _____

Do you consent to your child travelling in a vehicle driven by a vetted club staff member or volunteer if required?

☐ Yes

☐ No

4. Behaviour & Conduct

I understand my child must follow:

- Codes of Conduct
- Safety rules
- Supervisor instructions
- Anti-bullying expectations

If my child's behaviour places themselves or others at risk, I understand that the club, county or facility may contact me and/or withdraw them from the activity.

☐ I agree

5. Photo & Video Consent (Optional)

During activities, the club may take photos or videos for club use (e.g., website, newsletters).

Do you consent to your child's image being used?

☐ Yes

☐ No

If yes, I consent to:

☐ Group photos

☐ Individual photos

☐ Event photography

☐ Club promotional material

☐ social media (official club accounts only)

COPY

6. Collection Arrangements

Who is authorised to collect your child?

1. _____
2. _____
3. _____

If there are any individuals who **must NOT** collect your child, please state below (confidential):

_____

_____

7. Declaration

I confirm that:

- The information provided is accurate.
- I will ensure that all contact information remains current for the duration of the activity.
- I will inform the club, county or facility of any changes to medical, welfare, or emergency details.
- I understand the club's safeguarding responsibilities.
- I consent to my child taking part in the activity described.

Parent/Carer Signature: _____

Date: _____

8. Information Storage

Personal information will be processed in accordance with the organisation's privacy notice and applicable data protection legislation.

COPY

Photography & Video Consent Template

The information contained in this form will be stored securely and in line with appropriate data protection principles and our organisation's data protection policies.

COPY

1. Goring & Streatley Golf Club Ltd

Organisations Name:

Goring & Streatley Golf Club Ltd

_____

Address:

Rectory Road, Streatley Berkshire RG8 9QA

_____

Safeguarding and Welfare Officer Name:

Carl Bache

_____

Contact Number:

07850 858244

_____

Email:

Carlbache41@gmail.com

_____

2. Child/Young Person Details

Full Name:

_____

Date of Birth:

_____

Address:

_____

3. Parent/Carer Details

Full Name:

_____

Relationship to Child:

_____

Contact Number:

_____

Email:

_____

4. Consent Options

I give permission for my child to be photographed for the organisation’s use. (Yes/No):

COPY

_____

I give permission for my child to be recorded on video for the organisation's use. (Yes/No):

_____

I consent to images/videos being used on the organisation's social media. (Yes/No):

_____

I consent to images/videos being used on the organisation's website. (Yes/No):

_____

I consent to images/videos being used for promotional materials relating to the organisation. (Yes/No):

_____

COPY

5. Conditions of Use

I understand images will be used in line with safeguarding guidance.(Yes/No):

_____

I understand I can withdraw consent at any time by contacting the club. (Yes/No):

_____

6. Parent/Carer & Child/Young Persons Declaration

I

I confirm I have parental responsibility for the above child and I am entitled to provide the consents listed in this form.

I consent as above to _____(name of organisation) photographing or videoing _____(name of child) in the manner described in this form.

Signature _____ Date _____

To be completed by child/young person

I _____ (child full name) consent to _____ (name of organisation) photographing or videoing me as above, and for any images and videos of me being used in the way described above

Signature _____ Date _____

COPY

GORING & STREATLEY GOLF CLUB LTD SAFEGUARDING POLICY STATEMENT

1. Policy statement

Goring & Streatley Golf Club Ltd (the "Organisation") is committed to ensuring everyone participating in golf does so in a safe, welcoming, inclusive and enjoyable environment. Safeguarding is everyone's responsibility, including committee members, staff, volunteers, coaches, PGA professionals engaged by the Organisation, members, parents/carers and visitors. Individually and collectively, our actions help create a positive culture where concerns are recognised and addressed.

The Organisation recognises and fully adopts the England Golf's safeguarding policies and procedures and adheres to their guidance and best practice, for children and young people and for adults. These national policies set expectations and guidance documents provide resources to support best practice across the game. Importantly, each golf organisation has its own duty of care and is responsible for implementing safeguarding arrangements that are appropriate to its activities, facilities and people.

COPY

We will do this by:

- Having the right people in place, with clear safeguarding leadership and accountability.
- Creating a safe, respectful, and inclusive culture and environment.
- Ensuring clear processes for recognising, responding, recording, and reporting concerns and allegations.
- Implementing safer recruitment and appropriate training for relevant roles.
- Working in partnership with parents and carers, statutory agencies, and England Golf where appropriate.

- Following England Golf guidance and procedures relevant to our activities and facilities.

2. Having the right people in place

Whilst everyone has a responsibility for safeguarding, the Organisation appoints a Safeguarding & Welfare Officer to provide leadership, advice, and coordination.

The Organisation's Safeguarding & Welfare Officer:

- Acts as the first point of contact for children, parents and carers, adults, volunteers, and members with safeguarding questions or concerns.
- Supports the Club or Facility Committee/Management Group to implement and review safeguarding arrangements.
- Ensures concerns are recognised, responded to, recorded, and reported in line with organisational procedures, and escalated where appropriate.
- Promotes safer recruitment and role suitability checks for relevant roles.
- Coordinates safeguarding training and awareness within the organisation.
- Maintains links with England Golf safeguarding support and other relevant partners.

COPY

3. Roles and responsibilities

Safeguarding is everyone's responsibility. Specific responsibilities include:

<u>All staff, volunteers, coaches, and officials</u>

- Know this policy and related procedures and act in line with them.
- Recognise, respond, record, and report concerns promptly.
- Maintain professional boundaries and follow codes of conduct.

<u>Safeguarding & Welfare Officers and Event Safeguarding/Welfare Leads (where applicable)</u>

- Provide advice and act as the first point of contact for concerns.
- Ensure concerns are recorded and escalated in line with procedures.

- Support safer recruitment checks and training compliance locally.

Club Committee or Management Group

- Adopt and regularly review the club's/counties or facilities safeguarding policies.
- Discuss safeguarding as a standalone agenda item at every committee/board meeting.
- Ensure safeguarding is embedded in all club operations.
- Appoint and support a trained **Club/County or Facility Safeguarding and Welfare Officer** (CSWO or FSWO).
- Ensure adequate resources are available for safeguarding (training, time, visibility).
- Ensure safer recruitment practices for roles involving children or adults at risk.
- Challenge poor practice and address concerns raised within the club.
- Promote a culture of respect, safety and inclusion across all activities.
- Receive regular safeguarding reports from the CSWO or FSWO.
- Monitor safeguarding compliance and training completion.
- Review safeguarding incidents and trends at least annually.

COPY

England Golf Safeguarding Team

- Provide safeguarding advice and case management support.
- Liaise with statutory agencies as required.
- Maintain oversight, learning, and quality assurance across the sport.
- Promote a safe, respectful, and inclusive culture across the sport.

4. Creating the right culture and environment

All participants in golf, regardless of age, disability, sex, gender identity, race, religion or belief, sexual orientation or background, have the right to enjoy golf in an environment that is safe from abuse, bullying, harassment and poor practice.

We promote a culture where:

- Children and adults feel listened to and taken seriously.
- Respectful behaviour is expected and reinforced through codes of conduct.
- Concerns, including poor practice, can be raised early without fear of ridicule or retribution.
- Safeguarding is considered in planning sessions, events, travel, and use of changing facilities.
- We work in partnership with parents and carers, with clear communication about expectations and arrangements.

5. Responding and reporting to safeguarding concerns

Anyone can raise a safeguarding concern. It is not the responsibility of Organisation members, employees or volunteers to investigate concerns; it is their responsibility to recognise, respond appropriately, record and report.

Our approach is based on the 4 Rs:

- **Recognise**: Notice signs, disclosures, or poor practice.
- **Respond**: Take concerns seriously, listen, reassure, and act promptly. Do not promise confidentiality.
- **Record**: Write down what you saw or heard as soon as possible, using the club reporting form, including date, time, and facts.
- **Report**: Share concerns without delay with the Goring & Streatley Golf Club Ltd Safeguarding & Welfare Officer or contact the police (999) in an emergency.

Where appropriate, the Goring & Streatley Golf Club Ltd Safeguarding & Welfare Officer will liaise with England Golf safeguarding support and/or statutory agencies (such as Children's Social Care, Adult Social Care or the Police).

COPY

Key contacts:

- Goring & Streatley Golf Club Ltd Safeguarding & Welfare Officer:
  - Carl Bache
  - 07850 858244
  - carlbache41@googlemail.com
- England Golf Safeguarding Team
  - safeguarding@englandgolf.org
  - 01526 351856
- Emergency services: 999

6. Safer recruitment and training

The Organisation is committed to safer recruitment and ensuring people in positions of trust are suitable and appropriately supported. This includes role descriptions, references, appropriate checks (including DBS eligibility where relevant), induction, and safeguarding training proportionate to the role.

We will:

- Identify roles that involve working with children or adults at risk and ensure appropriate recruitment checks are completed.
- Ensure that everyone understands the codes of conduct and how to report concerns.
- Encourage regular safeguarding training and maintain training records.

7. Confidentiality and information sharing

We handle safeguarding information sensitively and share it only with those who need to know in order to keep people safe and to support appropriate action. Records are stored securely in line with data protection requirements.

COPY

8. Application in Other Jurisdictions

Where an affiliated organisation is established outside England, references in this policy to legislation, statutory guidance, public authorities or safeguarding processes specific to England shall be read as references to the applicable legal and regulatory framework of the jurisdiction in which that organisation operates.

Nothing in this document alters the safeguarding standards, responsibilities or expectations set out in this policy. It is intended solely to recognise that affiliated organisations may operate under different legal frameworks while maintaining the safeguarding standards required by England Golf.

England Golf may publish supplementary jurisdiction-specific guidance where this is considered necessary.

9. Commitment Statement

Goring & Streatley Golf Club Ltd is committed to this Safeguarding Policy Statement and will review it, together with England Golf policies, procedures and guidance documents at least annually and after any significant safeguarding incident or change in guidance.

Date approved:

Signed (General Manager): *S Heath*

Name: Mrs S Brown

Signed (Safeguarding & Welfare Officer): *C S Bache*

Name: Mr Carl S Bache

COPY

10. Appendix

Organisation details to complete

- Goring & Streatley Golf Club Ltd
- www.goringgolf.co.uk
- Policy location – www.goringgolf.co.uk

COPY

Document Version Control

Version:	**V2**
Last reviewed:	**October 2026**
Reviewed by:	**Helen Jones – Lead Safeguarding Officer, England Golf**
Next review:	**September 2027**

Goring and Streatley Golf Club Ltd
SAFER RECRUITMENT POLICY

1. Introduction

Goring and Streatley Golf Club Ltd is committed to creating and maintaining a safe, positive and inclusive environment for all children, young people and adults at risk. Safer recruitment is a key part of our safeguarding responsibilities and helps prevent unsuitable individuals from gaining access to these groups.

We recognise that safeguarding is everyone's responsibility. Recruitment decisions will be made on the basis of suitability, competence and safeguarding considerations, with the welfare of children and adults at risk being paramount.

2. Scope

This policy applies to anyone recruited, appointed, elected or engaged in a role on behalf of the organisation where they may have contact with children, young people or adults at risk including:

- Paid staff
- Volunteers
- Coaches and officials
- Any roles involving contact with children or adults at risk

This policy should be read alongside the club Safeguarding Policy and Codes of Conduct.

3. Safer Recruitment Principles

- Safeguarding considerations are included at every stage of recruitment
- Recruitment is proportionate to the nature of the role
- Processes are fair, transparent and non-discriminatory
- The welfare of children and adults at risk is prioritized

COPY

4. Roles and Responsibilities

Role	Responsibility
Club Committee / Board	Approve and review the policy and ensure safer recruitment arrangements are in place.
Safeguarding Lead / Welfare Officer	Provide safeguarding advice during recruitment and manage concerns.
Recruiting Manager / Panel	Ensure the recruitment process is followed and decisions are recorded.

5. Recruitment Process

5.1 Role Risk Assessment

Prior to recruitment the organisation will assess:

- Whether the role constitutes regulated activity.
- Appropriate safeguarding requirements.
- DBS eligibility.
- Training requirements.
- Necessary supervision arrangements.

5.2 Role Descriptions and Advertising

All roles will have a clear role description including safeguarding responsibilities. Recruitment advertisements will include a safeguarding statement.

Example safeguarding statement:

> Goring and Streatley Golf Club Ltd *is committed to safeguarding children and adults at risk. All appointments are subject to appropriate safeguarding checks."*

COPY

5.3 Applications and Shortlisting

- Applicants must complete an application form
- Full employment and volunteering history must be provided
- Gaps in history must be explained
- Applicant must inform England Golf if they have any relevant unspent conviction relating to sexual offences, violent offences, or conduct presenting a safeguarding risk to children or adults at risk, by contacting safeguarding@englandgolf.org.
- Shortlisting decisions must be recorded

5.4 Interviews

Interviews should be conducted by at least two people and include safeguarding questions relevant to the role.

Example safeguarding questions:

1. What does safeguarding mean in a golf club context?
2. How would you respond to a safeguarding concern?

5.5 Safeguarding Concerns During Recruitment

Where information obtained during recruitment raises safeguarding concerns:

- Appointment may be paused.
- Further enquiries may be undertaken.
- Advice may be sought from England Golf.
- The organisation reserves the right not to proceed with an appointment.

5.6 Pre-Appointment Checks

- Minimum of 2 references obtained and verified
- At least one recent reference where possible
- References should be obtained before appointment
- Concerns must be explored before confirming appointment
- DBS checks will be completed where legally eligible including Barred List checks where appropriate
- Individuals must not commence regulated activity until satisfactory checks are completed (unless a risk assessed exception applies)
- Adverse content will be risked assessed
- Right to work and qualifications verified where required

COPY

6. Induction and Training

All new staff and volunteers must complete a safeguarding induction before starting their role and must maintain this training in accordance with England Golf requirements.

7. Ongoing Suitability and Record Keeping

The club will monitor ongoing suitability through supervision, training and review.

The organisation will maintain records of:

- Applications.
- Interview notes.
- References.
- DBS outcomes.
- Risk assessments.
- Recruitment decisions.

The organisation will comply with data protection principles and applicable policies in the collection and retention of this data.

8. Policy Review

This policy will be reviewed annually or following changes in legislation, guidance or club structure.

9. Safer Recruitment Checklist

☐ Role description completed

☐ Role risk assessment completed

☐ Advertisement includes safeguarding statement

☐ Application form received

☐ Employment/volunteering gaps explored

☐ Interview completed

☐ References obtained

COPY

☐ DBS completed (where applicable)

☐ Safeguarding concerns assessed

☐ Induction completed

☐ Training completed

COPY

Document Version Control

Version:	V1
Last reviewed:	26th June 2026
Reviewed by:	Helen Jones – Lead Safeguarding Officer
Next review:	June 2027

Goring & Streatley Golf Club Ltd
WHISTLEBLOWING POLICY

1. Introduction

1.1. Goring and Streatley Golf Club Ltd (the "Organisation") is committed to creating an open and honest environment where individuals feel confident to speak up about concerns in the public interest.

1.2. We recognise whistleblowing as an essential part of good governance and safeguarding practice. We encourage the early reporting of concerns about wrongdoing, malpractice, or behaviour that may place adults or children at risk.

1.3. Where concerns are raised under this policy, we will seek to ensure they are considered fairly and appropriately and that individuals are not subjected to harassment, victimisation, or other detrimental treatment as a result.

2. Purpose & Scope

2.1. This policy aims to:

- Encourage individuals to raise concerns at an early stage.
- Provide a clear and accessible process for reporting whistleblowing concerns.
- Explain how concerns will be handled in a fair and proportionate way.
- Reassure individuals that they will be supported and protected when raising concerns.
- Support a positive safeguarding culture for all adults and children.

2.2. This policy applies to anyone involved in or connected with the Organisation, including but not limited to members, volunteers, committee members and

COPY

officers, coaches and officials, employees and contractors, parents, carers, and guardians, other participants and stakeholders.

2.3. This policy does not apply to personal complaints or grievances relating solely to individual treatment, selection decisions, service issues, membership matters, or disputes that do not involve wrongdoing or risk in the public interest. These should be raised through the appropriate complaints or disciplinary procedures.

3. What is Whistleblowing?

3.1. Whistleblowing is the disclosure of information that an individual reasonably believes shows wrongdoing, malpractice, or danger, and which they reasonably believe is in the public interest to disclose.

3.2. For the purposes of this policy, whistleblowing concerns are those that relate to the Organisation, its activities, or individuals connected with the Organisation.

3.3. Examples of whistleblowing include:

- **Criminal offences**, including fraud, bribery, assault, or any other unlawful activity.
- **Failures to comply with legal obligations**, including statutory or regulatory requirements.
- **Miscarriages of justice**, whether actual, ongoing, or likely to occur.
- **Health and safety risks**, including conduct that places any individual at risk of harm or safeguarding concerns involving children or adults at risk.
- **Environmental damage** connected to the Organisation activities or operations.
- **Deliberate concealment** of any of the matters listed above.

COPY

3.4. Disclosures must be made with reasonable belief in the accuracy of the information. Individuals are not required to prove the allegation.

4. Raising Concerns

4.1. If there is an immediate risk of harm, the emergency services should be contacted without delay by calling 999.

4.2. For advice or to report concerns about a child where there is no immediate risk, the NSPCC Helpline can be contacted on 0808 800 5000.

4.3. All other concerns may be raised verbally or in writing. Individuals are encouraged to provide enough information to help the concern be understood and considered, such as what has happened, when and where it occurred, and who was involved.

4.4. Concerns should be raised with one or more of the appropriate contacts listed below, depending on the nature of the concern.

- Club Safeguarding/Welfare Officer Carl Bache. Carlbache41@gmail.com 07850 858244
- General Manager – Sarah Brown generalmanager@goringgolf.co.uk - 0788427676

4.5. Where a concern relates to one of the contacts listed above, or the individual does not feel able to raise the concern with that person, the concern should be raised with an alternative appropriate contact listed in this policy.

4.6. Anonymous concerns will be considered where sufficient information is provided, although anonymity may limit the ability to investigate or provide feedback.

COPY

5. How We Will Respond

5.1. The Organisation will acknowledge receipt of a concern as soon as reasonably practicable and, where possible, within [two] working days.

5.2. An initial assessment will be carried out within [five] working days, where possible, to determine whether the concern falls within the scope of this policy, whether any immediate action is required, and the appropriate way for the concern to be handled, including any safeguarding considerations.

5.3. Where appropriate, the Organisation may arrange for the concern to be investigated. Any investigation will be conducted in a fair and proportionate manner and, where possible, by a person who is independent of the matters raised and who has relevant experience.

5.4. Possible outcomes may include no further action, informal resolution, training or guidance, changes to procedures or practice, disciplinary action, or referral to an external body.

5.5. The individual raising the concern will be kept informed of progress and, where appropriate, the outcome, subject to confidentiality, data protection, and safeguarding requirements. Where feasible, updates will be provided at reasonable intervals, for example every [twenty] working days, taking into account the nature and complexity of the matter, and the individual will normally be informed when the process has concluded.

6. Confidentiality & Data Protection

6.1. The Organisation will take reasonable steps to protect the identity of individuals raising concerns under this policy. Information will be shared only where necessary to investigate the concern, for safeguarding purposes, or where required by law, and only with those who need to know. Where disclosure is necessary, the Organisation will seek to explain the reasons and provide appropriate support. All information will be handled, stored securely, and managed in accordance with data protection legislation.

COPY

7. Protection for Whistleblowers

7.1. The Organisation will take all reasonable steps within its control to help ensure that any individual who raises a genuine concern under this policy is not unfairly subjected to harassment, victimisation, or other detrimental treatment as a result of doing so.

7.2. Where appropriate, the Organisation may provide support such as a welfare contact, reasonable role adjustments, or signposting to other reporting routes or independent advice, and will seek to keep individuals informed of the general steps taken in response, subject to the limitations outlined in this policy.

8. External Advice

8.1. If an individual believes that their concern has not been handled appropriately, or reasonably believes that it is not suitable to raise the concern to the Organisation, they may seek advice from, or report the concern to, an appropriate external body. This may include the Police, Local Authority safeguarding services, regulatory bodies, or specialist whistleblowing charities.

8.2. External organisations that may be able to provide advice or support include:

- **NSPCC**
  Phone: 0808 800 5000
  Website: https://www.nspcc.org.uk
- **Sport England**
  Phone: 03458 508 508
  Website: https://www.sportengland.org
- **Protect** (UK whistleblowing charity)
  Phone: 020 3117 2520
  Website: https://protect-advice.org.uk

COPY

8.3. Other external guidance links include:

- **ACAS Whistleblowing Guidance:** https://www.acas.org.uk/whistleblowing-at-work
- **GOV.UK whistleblowing information:** https://www.gov.uk/whistleblowing

8.4. Individuals must ensure they do not disclose personal or confidential information unlawfully when raising concerns externally.

9. Monitoring and Review

9.1. This policy will be reviewed periodically and updated where necessary to reflect changes in legislation, guidance, or best practice.

10. Appendix – Reporting Overview

1. **A concern is identified.**
2. **The concern is raised with an appropriate contact within the Organisation, if safe to do so.**
3. **The Organisation acknowledges the concern and considers any immediate or safeguarding risks.**
4. **The appropriate response or pathway is identified.**
5. **The concern is considered or investigated, where appropriate.**
6. **Feedback is provided where possible, and any learning or improvements are implemented.**

COPY

Document Version Control

Version:	**V1**
Last reviewed:	**27th May 2026**
Reviewed by:	**Helen Jones – Lead Safeguarding Officer**
Next review:	**April 2029**

COPY