



PORT LINCOLN GOLF CLUB INC.

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MEMBER PROTECTION POLICY Updated July 2016

1. The main objective of the Club's Member protection Policy is to maintain responsible behaviour and the making of informed decisions by participants of the Club. The Policy outlines our commitment to a person's right to be treated with respect and dignity, and to be safe and protected from abuse. Our policy informs everyone involved in our club of his or her legal and ethical rights and responsibilities and the standards of behaviour that are required. The policy also covers the care and protection of children participating in our Club's activities.
2. The policy applies to everyone involved in the Club including committee members, administrators, coaches, officials (umpires, referees, judges), players and parents.
3. The policy covers unfair decisions (e.g. team selection) and actions, breaches of our code of behaviour and behaviour that occurs at practice, in the clubhouse, at social events organised or sanctioned by the Club, and away on overnight trips. The policy also covers private behaviour where that behaviour brings our Club or sport into disrepute or there is suspicion of harm towards a child or young person.
4. The Club will
 - implement and comply with the policy
 - promote the policy to everyone involved in our Club
 - promote and model appropriate standards of behaviour at all times; and
 - respond to breaches or complaints made under the policy promptly, fairly and confidentially.
5. Everyone associated with our Club must:
 - comply with the standards of behaviour outlined in the policy;
 - treat others with respect;
 - always place the safety and welfare of children above other considerations;
 - be responsible and accountable for their behaviour;
 - follow the guidelines outlined in the policy if they wish to make a complaint or report a concern about possible child abuse, discrimination, harassment or other inappropriate behaviour.
6. The Club is committed to the safety and wellbeing of all children and young people accessing our service. We support the rights of the child and will act without hesitation to ensure a child safe environment is maintained at all times. We also support the rights and wellbeing of our staff and volunteers and encourage their active participation in building and maintaining a secure environment for all participants. The Club acknowledges that our staff, members and volunteers provide a valuable contribution to the positive experiences of children involved in our sport and we aim to protect the safety and welfare of children participating in our sport.
7. The Club will ensure that it takes all reasonable steps to ensure that it engages the most suitable and appropriate people to work with children as the Junior Coordinator or Junior Coaches. The Club will ensure that working with children checks/ criminal history assessments are conducted for employees and volunteers working with children, where an assessment is required by law. If a criminal history report is obtained as part of their screening process, the Club will ensure that the criminal history information is dealt with in accordance with the relevant state requirements. The Club will ensure that volunteers and employees who work with children have ongoing supervision, support and training such that their performance is developed and enhanced to promote the establishment and maintenance of a childsafe environment. The Club will make all volunteers and



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- employees aware of their responsibilities if they have suspicion on reasonable grounds that a child has been or is being abused or neglected.
8. Parents/guardians are responsible for transporting their children to and from club activities (e.g. practice and rounds). Where the club makes arrangements for the transportation of children (e.g. for away or overnight trips), we will conduct a risk assessment that ensures vehicles are adequately insured, the driver has a current and appropriate licence for the vehicle being used and appropriate safety measures are available (e.g. fitted working seat belts).
 9. Images of all members may be taken for use on the Club website and print media when such members are presented with trophies or awards relating to golf achievements. The use of camera phones, videos and cameras inside changing areas, showers and toilets are banned. Personal information such as residential address, e-mail address or telephone numbers will not be associated with any images used on the Club website or in print media.
 10. The Club opposes all forms of harassment, discrimination and bullying. This includes treating or proposing to treat someone less favourably because of a particular characteristic; imposing or intending to impose an unreasonable requirement, condition or practice which has an unequal or disproportionate effect on people with a particular characteristic; or any behaviour which is offensive, abusive, belittling, intimidating or threatening- whether this is face-to-face, indirectly or via communication technologies such as mobile phone and computers. Some forms of harassment, discrimination and bullying are against the law and are based on particular characteristics such as age, disability, gender, sexual orientation, pregnancy, political or religious beliefs, race and marital status.
 11. The Club takes all claims of harassment, discrimination, bullying and cyber bullying seriously. Anyone who believes they have been harassed, discriminated against or bullied should raise the issue with the Club.
 12. The Club is welcoming and we will seek to include members from all areas of our community. Where possible we will include people with a disability in our Club. We will make reasonable adaptations (e.g. modification of equipment and rules) to enable participation. We will support and respect people from diverse cultures and religions to participate in our Club and where possible will accommodate requests for flexibility. All people, regardless of their sexuality, are welcome at our Club. We strive to provide a safe environment for participation and will take action over homophobic behaviour.
 13. Pregnant women should be aware that their own health and wellbeing, and that of their unborn children, should be of utmost importance in their decision making about the way they participate in our sport. We recommend pregnant women to consult with their medical advisors, make themselves aware of the facts about pregnancy in sport, and ensure that they make informed decisions about participation.
 14. The Club will support both sexes playing together in Club competitions.
 15. The Club takes all complaints about on and off course behaviour seriously. We will handle complaints based on the principles of procedural fairness (natural justice), that is:
 - all complaints will be taken seriously;
 - both the person making the complaint (complainant) and the person the complaint is against (respondent) will be given full details about what is being said against them and have the opportunity to respond (give their side of the story);
 - irrelevant matters will not be taken into account;



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- decisions will be unbiased and fair; and
- any penalties imposed will be fair and reasonable.

If the complaint relates to suspected child abuse, sexual assault or other criminal activity, then our Club will need to report the behaviour to the police and/or relevant government authority.

16. When a complaint is received by the Club, the person receiving the complaint (e.g. President, captain or Secretary) will:
 - listen carefully and ask questions to understand the nature and extent of the problem;
 - ask what the complainant would like to happen;
 - explain the different options available to help resolve the problem;
 - maintain confidentiality but not necessarily anonymity.
17. Once the complainant decides on their preferred option for resolution, the club will assist, where appropriate and necessary, with the resolution process. This may involve:
 - supporting the person complaining to talk to the person being complained about
 - bringing all the people involved in the complaint together to talk objectively through the problem (this could include external mediation);
 - gathering more information (e.g. from other people who may have seen the behaviour);
 - seeking advice from our district, state and/or national body or from an external agency;
 - referring the complaint to our district, state and/or national body; and/or
 - referring the complaint to an external agency such as a community mediation centre, police or anti-discrimination agency.
18. The Club will take disciplinary action against anyone found to have breached the policy or made false or malicious allegations. The Management Committee's determination will be final. Any disciplinary measure imposed under the policy must:
 - be applied consistent with any contractual and employment rules and requirements;
 - be fair and reasonable;
 - be based on the evidence and information presented and the seriousness of the breach;
 - be governed by our Constitution, and the rules of the game of golf.