

Heaton Park Golf Club



Code of Conduct (2021 Ver 2)

Heaton Park Golf Club is fully committed to providing an environment that is free of discrimination (As defined by the Equality Act 2010), harassment and intimidation for members, franchise operator employees and guests.

Members, guests and visitors are all reminded that an acceptable standard of behaviour is expected in all areas of the clubhouse & the course, at all times & that upon payment of their membership or green fees, all members, guests and visitors have consented to be bound by both the restrictions & penalties which may be imposed for any breach of the Club's standards.

Members will be liable for any breach committed whether by themselves or their guests.

The following rules apply:-

R&A Rule 1.2 – Standards of Player Conduct

All players are expected to play in The Spirit of the Game

R&A Rule 1.2b – Code of Conduct

Heaton Park Golf Club has adopted the following Code of Conduct as a Local Rule

On the Course

All Golfers must:-

- a) Avoid slow play & apply Ready Golf principles.
- b) Attempt to maintain the speed of play by keeping up with the group in front.
- c) Allow following golfers to play through as appropriate, ie when searching for lost balls or if you have dropped more than one hole behind the group in front.
- d) Adhere to the R&A Rules of Golf & the Local Rules of the course.
- e) Adhere to the dress code.
- f) Always follow established golf etiquette by respecting the course, such as, repairing pitch marks, replacing divots & raking bunkers.
- g) Demonstrate fair play & show respect to fellow golfers at all times. This includes; no shouting on the course, no misuse of equipment (i.e. throwing clubs in frustration etc.), no aggressive behaviour.
- h) Conduct themselves in a sportsmanlike manner, not knowingly cheat or disrespect franchise operator employees, club officials or fellow players.
- i) Switch mobile phones to silent on the golf course.

In The Clubhouse

Members, guests and visitors are reminded that:

- a) Any form of discrimination, harassment or intimidation is regarded as unacceptable behaviour.
- b) Consumption of excessive quantities of alcohol is not permitted by law.
- c) The use of foul or abusive language such as swearing is not acceptable. Any member heard using unacceptable or offensive language will be asked to either stop or leave the premises.
Where someone is noticed to be consistently using bad language after being warned then their continued membership will be reviewed accordingly.
Whilst fully acknowledging that adult “banter” contributes to creating a healthy atmosphere among members, these rules are designed to safeguard others who find such “banter” offensive or intimidating.
- d) The taking of illegal substances will incur immediate suspension and loss of membership
- e) The smoking of cigarettes or e-cigarettes is not permitted in the clubhouse

- f) You should be considerate to others if you need to use your mobile phone in the clubhouse.

Social Media

When using Social Media in connection with the Club, members should:-

- a) Avoid referring to individual members.
- b) Do so in a manner which could not be deemed to be offensive.

Members are asked to consider the impact of publicly expressing any negative issues that may affect the reputation of the Club. Any such issues should be raised in line with the procedures outlined in this Code of Conduct.

Breaches of the Code

This Code of Conduct is not intended to create a bureaucratic, regulatory environment, but rather to promote and enhance the Club's values.

Any person engaging in behaviour that may be detrimental to the game of golf or to Heaton Park Golf Club is in breach of the Code of Conduct & should be reported to the Club Captain.

It is in the best interests of the game that such behaviour be reported & all members, visitors & members of the public are encouraged to report such behaviour

Disciplinary Committee

Heaton Park Golf Club will appoint a Disciplinary Committee to oversee the complaints procedure set out below & to conduct investigations, hearings and impose penalties within the guidelines below as may be deemed necessary.

The Disciplinary Committee will be convened as required and consist of:-

- One - Senior Officer of the Club i.e. President, Captain or Vice Captain, who will act as Convenor.
- Two – Members of the Committee.
- Two - Senior Members of the Club of more than 12 months standing who are willing to serve.

The Disciplinary Committee will be responsible for implementing this policy in a fair and impartial manner. Any participant to the hearing will advise if a conflict of interest could be lodged by any party.

The decision and sanction of the Disciplinary Committee is final and can only be overturned by a Club EGM or AGM properly called and constituted.

Complaints Procedure & Appeals.

Complaints may be made by any person. This includes a competitor, member, visiting guest, other associated golf club members & members of the public.

The complaint must be made in the first instance to the Club Captain or in the Captain's absence, a Member of the Committee, within 3 days of the matter occurring & must then be followed up in writing within 7 days.

Once received, the Club Captain will determine the offence & grade it in accordance with the Grading of Complaints table below.

The Club Captain will then take the following actions;

- 1) If the matter is Grade 1 (Minor), the Club Captain will discuss the complaint with the person(s) involved & deal with it by either dismissing it or by way of the first step in Appendix 2 whereupon the matter will be closed.
- 2) If the matter is Grade 1 (Minor), but the person involved has already had step one of Appendix 2, then the Club Captain will discuss the complaint with the person(s) involved and either dismiss the complaint or deal with it by way of the second step in Appendix 2.
- 3) If the matter is Grade 2 or 3 or involves a Grade 1 suspension or expulsion, the Club Captain will carry out a preliminary investigation & gather all the facts of the complaint as are reasonably available, within 7 days from the receipt of the written complaint notice. This may include speaking to the accused person & obtaining a written report from that person.

The matter will then be referred to The Disciplinary Committee.

The Disciplinary Committee Convenor will be responsible for keeping all parties involved informed during the process.

Grading of Complaints

All complaints & charges are to be graded 1 to 3, by referring to Appendix 1 below.

The Club Captain is required to determine the grading of the offence which will then determine the action to be taken & the potential penalty a player may receive.

Consistency of grading across offences is therefore important & it is required that records be kept in support of the grading process.

If the Club Captain does not wish to recommend a grading because of the seriousness of an incident it may automatically be referred to the Disciplinary Committee.

Appendix 1

Grade 1

- a) Bad language
- b) Improper treatment of equipment, including throwing of clubs
- c) Ill-mannered behaviour
- d) Failure to complete a round when representing the club in any sanctioned tournament or inter-club match. (This does not include home club competitions.)

Grade 2

- a) Behaviour which brings the club into disrepute
- b) Excessive or offensive bad language
- c) Verbal abuse or threatening behaviour towards others
- d) Breaking clubs in temper

Grade 3

- a) Serious misuse of alcohol or drugs on the course or in club premises
- b) Theft
- c) Assault of a player, official, member, guest or member of the public
- d) Verbal, Written or Sexual harassment.
- e) Discrimination.

Penalties

There is no penalty under the Rules of Golf for committing the offences detailed in Appendix 1, except that the Committee may disqualify a player for acting contrary to the spirit of the game, should it find that the player has committed a serious misconduct.

However, in adopting this Code of Conduct as a Local Rule the Club may impose the following penalties for player misconduct. (See Appendix 2 below)

If a complaint is upheld by the Disciplinary Committee, it shall give its decision in writing, within 7 days, with the reasons for the decision & any penalty imposed.

It is expected that the Disciplinary Committee will deal severely with proven cases of serious misconduct & in some cases, where the conduct may constitute a criminal offence, refer the matter to the Police.

Appendix 2

Grade 1

If there are no previous offences any one of the following may be adopted:

- 1) Verbal warning with notice on file
- 2) Written warning issued to member
- 3) Penalty of suspension imposed by Disciplinary Committee

Grade 2

If there are no previous offences any one of the following may be adopted, depending on the seriousness of the offence:

- 1) Written warning issued to member
- 2) Penalty of suspension imposed by Disciplinary Committee
- 3) Penalty of expulsion as determined by the Disciplinary Committee

If the offence is considered serious, or there are other recent offences, then a step can be passed at the discretion of the Disciplinary Committee.

Grade 3

Depending on the seriousness of the offence any one of the following actions may be adopted:

- 1) Written warning issued to member
- 2) Penalty of suspension imposed by Disciplinary Committee;
- 3) Penalty of expulsion as determined by the Disciplinary Committee

Step 1 will only be taken if the offence is of a lesser scale, otherwise a penalty of suspension will usually be imposed.

A "Clean Slate Policy" will apply to any offence after a period of 12 months from the date of the last penalty.

Disciplinary Committee Functions

The disciplinary committee will convene on an as required basis to perform the following functions

- 1) Review complaints information notices in relation to grade 1 offences and ensure consistency in application
- 2) Consider all grade 2 and 3 complaints and appeals to a grade 1 penalty
- 3) Where necessary hold investigations, including a hearing into the complaint or appeal

continued

Notice of any hearing of the Disciplinary Committee shall be given, in the case of a complaint, to the person or persons who are the subject of the complaint and the complainant; and in the case of an appeal, to the persons affected by the appeal and the appellant.

The notice will specify the date, time and place of any hearing and will be accompanied by copies of all material relevant to the complaint.

The notice will also specify if the hearing is to be attended by written submissions or whether the parties are required to attend in person, with the opportunity to have representation attend also.

Hearings will be in private with only the accused and his/her representative and the Disciplinary Committee present.

No formal legal representative or counsel shall be entitled to attend, except that the Disciplinary Committee may receive such legal advice as it deems necessary.

16 March 2021