



**CODE OF CONDUCT
FOR MEMBERS**

May 2020

GALWAY BAY



PART 1: GENERAL

PREAMBLE

The intention of this policy is to establish clear and acceptable behaviour expectations for Galway Bay Golf Resort members and guests. It is not intended to restrict the rights of anyone but rather to ensure that all members and guests are treated with respect while enjoying the Club – course, practice facilities and Clubhouse. The Club deems that upon payment of membership or guest fees, all members and guests have given their consent to be bound by this code of conduct, and all other rules and regulations set out in the club official documents.

This Code of Conduct should be read in conjunction with all Club rules and regulations, including our Constitution, Bye Laws, Policies, Guides, Men's and Ladies Club regulations and rules, etc. all of which are published online in either the general or members section of the club website.

This Code of Conduct is additional and supportive of all the above and breaches of any of the above may be deemed to be a Breach of our Code of Conduct and can be dealt with as such.

Breaches of the Code of Conduct will be dealt with using the provisions set out in the Constitution and the Bye-laws.

PRINCIPLE

The objective of this policy is to ensure an environment that is free from discrimination, harassment, abuse or violence for members, employees and visitors of the Club. The Club's goal is an environment where everyone is treated with dignity, fairness and respect and where members display integrity and honesty in their engagement and enjoyment of the club and its facilities.

Galway Bay Golf Resort requires all members, visitors and member's visitors to abide by this Code of Conduct whether on the golf course or utilising any of the club's facilities.

MEMBERS SPECIFIC RESPONSIBILITIES

It is a member's individual responsibility to make themselves aware of the Code of Conduct and its requirements and to act accordingly.

Any member who witnesses any breach of this Code, or other club regulation, is obliged to co-operate in any subsequent inquiry.



COMPLAINTS

Should any member wish to make a complaint regarding the misconduct of any member, employee, contractor or visitor in the first instance they should put this in writing and address it to the appropriate channel:

Employee, Member, Contractor, Visitor – to the Manager

Complaints relating to breaches of the Rules of Golf should be addressed to the appropriate Hon Secretary of the Men's or Ladies Golf Clubs.

Where an incident is witnessed by one or more committee (Management or Club) members OR where a number of verbal reports of an incident or series of incidents are made to the Management Committee, the disciplinary process may be implemented.

MISCONDUCT

Most complaints of Misconduct would generally fall under the list below. However, this is not an exhaustive list and the Management Committee reserve the right to accept complaints on other aspects based on the following definition of misconduct;

Misconduct, for the purposes of this Code, is the improper interference, in the broadest sense, with the proper functioning or activities of the Club, or those who work or play in the Club or action which otherwise damages the Club.

Subject to the definition above, the following shall constitute misconduct;

- Disruption of, or improper interference with, the administrative, sporting, social or other activities of the club, whether on club premises or elsewhere.
- Disrespecting an Officer of the Club or a Staff Member whether on club premises or elsewhere, directly or indirectly.
- Obstruction of or improper interference with the functions, duties or activities of any fellow member, member of staff or other employee of the club or any authorised visitor.
- Violent, indecent, disorderly, threatening or offensive behaviour or language whilst on club premises or engaged in any club activity.
- Fraud, deceit, deception or dishonesty in relation to the club or its staff or in connection with holding any office in the club or in relation to being a member of the club.



- Behaviour likely to cause injury or impair safety on club premises.
- Sexual, racial or any other form of personal harassment of any fellow member, member of staff or other employee of the club or any authorised visitor.
- Damage to or defacement of club property, the property of other club members caused intentionally or recklessly, or the misappropriation or misuse of such property. Misuse or unauthorised use of club premises or items of property, including inappropriate use of computer.
- Conduct which constitutes a criminal offence where that conduct;
 - *takes place on club premises, or*
 - *affects or concerns other members of the club or members of the public, or*
 - *itself constitutes misconduct within the terms of this code, or*
 - *is an offence of dishonesty, where the member holds an office of responsibility in the club.*
- Conduct, which contravenes a previously imposed penalty, requirement or undertaking under this code.
- Breaches of any of the Club's Rules, Regulations, Policies, Bye Laws, Constitution, etc.
- Failure to comply with a sanction/penalty imposed by the Management Committee
- Members must not approach any member of any Club Committee on the course to make a complaint or to discuss any issue concerning disciplinary matters.

A member who conducts a Breach of the Code of Conduct, shall be subject to a disciplinary process as decided upon by the General Manager of Galway Bay Golf Resort. An Appeal can be made to the Club Captain.

The Following Procedure applies:

1st Breach – Warning, valid for 12 months

2nd Breach – Additional Warning or Suspension from the Resort (Min 1 week)

3rd Breach/Severe Breach – Termination of Membership, without Refund.



PART 2: ETIQUETTE ON THE GOLF COURSE

COURSE ETIQUETTE AS DEFINED IN THE R&A RULES OF GOLF

SAFETY

Players should ensure that no one is standing close by or in a position to be hit by the club, the ball or any stones, pebbles, twigs or the like when they make a stroke or practice swing.

Players should not play until the players in front are out of range.

Players should always alert green staff nearby or ahead when they are about to make a stroke that might endanger them.

If a player plays a ball in a direction where there is a danger of hitting someone, the player should immediately shout the warning "fore".

The Green Staff will have priority on the course at all times.

NO DISTURBANCE OR DISTRACTION

Players should always show consideration for other players on the course and should not disturb their play by moving, talking or making unnecessary noise.

On the teeing ground, a player should not tee his ball until it is his turn to play.

Players should not stand close to or directly behind the ball, or directly behind the hole, when a player is about to play.

On the putting green, players should not stand on another player's line of putt or, when he is making a stroke, cast a shadow over his line of putt.

Players should remain on or close to the putting green until all other players in the group have holed out.

PLAY AT GOOD PACE AND KEEP UP

It is a group's responsibility to keep up with the group in front. If it loses a clear hole and it is delaying the group behind, it should invite the group behind to play through, irrespective of the number of players in that group. Where a group has not lost a clear hole, but it is apparent that the group behind can play faster, it should invite the faster moving group to play through.



BE READY TO PLAY

Players should be ready to play as soon as it is their turn to play. When playing on or near the putting green, they should leave their bags or carts in such a position as will enable quick movement off the green and towards the next tee. When the play of a hole has been completed, players should immediately leave the putting green.

LOST BALL

If a player believes his ball may be lost outside a water hazard or is out of bounds, to save time, he should play a provisional ball.

Players searching for a ball have three minutes in which to find the ball - all members should be aware of R&A Rules regarding lost balls.

REPAIR OF DIVOTS, BALL-MARKS AND DAMAGE BY SHOES

Players should carefully repair any divot holes made by them and any damage to the putting green made by the impact of a ball (whether or not made by the player himself). On completion of the hole by all players in the group, damage to the putting green caused by golf shoes should be repaired.

PREVENTING UNNECESSARY DAMAGE

Players should avoid causing damage to the course when taking practice swings or by hitting the head of a club into the ground, whether in anger or for any other reason.

Players should ensure that no damage is done to the putting green when putting down bags or the flagstick.

In order to avoid damaging the hole, players and caddies should not stand too close to the hole and should take care during the handling of the flagstick and the removal of a ball from the hole. The head of a club should not be used to remove a ball from the hole.

Players should not lean on their clubs when on the putting green, particularly when removing the ball from the hole. The flagstick should be properly replaced in the hole before the players leave the putting green.

Local notices regulating the movement of golf carts should be strictly observed.

At no time are golf carts or trollies permitted on the teeing area of the Golf Course.



PENALTIES FOR BREACH

If a player consistently disregards these guidelines during a round or over a period of time to the detriment of others, it is recommended that the Management considers taking appropriate disciplinary action against the offending player. Such action may, for example, include prohibiting play for a limited time on the course or in a certain number of competitions. This is considered to be justifiable in terms of protecting the interests of the majority of golfers who wish to play in accordance with these guidelines.

In addition to the course etiquette as defined above the following apply to Galway Bay Golf Resort.

- Check the Local Rules before you hit off. Local rules are printed on the score cards and changing rooms and rules of the day will be highlighted in the Professional's shop.
- Dress in accordance with our Dress Code.
- Aim to position yourself and select your club before it is your turn to play. Move briskly between shots and stay aware of your responsibilities to other players in the field.
- Watch other players' shots and shout 'fore' if there is any danger of a ball hitting another group of players. This is most important in the winter months when the sun is low in the sky and the player may not be able to see the ball when the shot is made.
- Enter and leave bunkers at their low part and walk directly to your ball via the flat portion of the bunker. Smooth or rake all marks in a bunker and leave the rake on a flat part of the bunker parallel with the line of play.
- When arriving at the green leave your golf trolley close to the exit to the next tee. If a player has left his bag on the wrong side of a green for whatever reason, it is helpful if another member of the group pulls the bag to the exit.
- Always hold the flagstick at arm's length in the centre of the hole in order to avoid undue wear around the hole. The flagstick should be correctly replaced in the hole before players leave the green.
- Tell your marker clearly how many shots you took as you complete each hole. Never mark your card when it is your turn to play and do not hold up play by marking your card on the green.
- In Par and Stableford competitions players must pick up if they cannot score on the hole.
- Members are requested to have consideration for their fellow golfers by deactivating their mobile telephones while playing on the course. Do not make or take a phone call while on the course.



PART 3: SOCIAL MEDIA POLICY

SOCIAL NETWORKING AND VIDEO SHARING WEBSITES

When logging on to and using social networking and video sharing websites and blogs at any time, members must not:

1. Conduct themselves in a way that is detrimental to the Club or brings the Club into disrepute
2. Allow their interaction on these websites or blogs to damage relationships between employees and fellow members of the Club
3. Make any derogatory, offensive, discriminatory or defamatory comments about the Club, its employees, contractors, suppliers, customers or fellow members
4. Make any comments about the Club's employees that could constitute unlawful discrimination, harassment or bullying contrary to the Equality Act 2015
5. Disclose any trade secrets or confidential or sensitive information belonging to the Club, its employees, contractors, suppliers, customers or members or any information which could be used by one or more of the Club's competitors, for example information about the Club's work, its products and services, technical developments and staff morale
6. Breach copyright or any other proprietary interest belonging to the Club including the Club Logo.
7. Share any private and confidential messages from the resort to our members

Members who are discovered contravening these rules, may face disciplinary action under the Club's disciplinary procedure – as outlined in the code of Conduct.



PART 4: COURSE DRESS CODE

LONG TROUSERS MUST BE APPROPRIATE FOR GOLF

Blue denim jeans and all types of paramilitary or camouflage trousers and tracksuits are strictly prohibited.

Knee-length tailored shorts may be worn. Other types of shorts, including beach wear, combat three quarter length shorts or sports shorts are not allowed.

All recognised golfing headwear is accepted, peaked caps should not be worn back-to-front.

Shirts must have collars or be turtle-neck type, designed specifically for golf.

Gentlemen's shirts must be tucked into trousers or shorts.

Trouser legs must never be tucked into socks.

Rugby/football shirts are not allowed, nor are shirts carrying slogans or numbers.

Recognised golf shoes, designed for that purpose, must be worn.

CLUBHOUSE DRESS CODE

The dress code for the Course will apply with the following exceptions:

- No headwear of any kind is to be worn in the clubhouse, except at the discretion of the Committee.
- Gentlemen's formal shirts may be worn outside trousers.
- While jeans are allowed in the clubhouse they must be clean and smart. Ripped or dirty jeans are not allowed.
- Appropriate footwear must be worn in the clubhouse. Golf shoes, beach sandals, flip flops are not considered appropriate footwear.



PART 5: CODE OF CONDUCT FOR ADULT MEMBERS

WHEN ADULTS AND JUNIORS (ANY PERSON UNDER THE AGE OF 18 YEARS) ARE PLAYING TOGETHER

One of the reasons for the popularity of golf is that the game is not restricted either competitively or socially by skill, age or gender. Responsible interaction between adults and juniors helps bring mutual respect and understanding and helps the standards of the club to be understood and maintained. When playing golf with a junior, either accompanied or unaccompanied, adults should always be aware that certain age-related differences exist and should conduct themselves in a manner that recognises this.

Galway Bay Golf Resort and its affiliated organisations believe that adult members should:

- Respect the rules and procedures set down by Galway Bay Golf Resort and the GUI/ILGU/PGA Ireland
- Be a role model for juniors and maintain the highest standards of conduct when interacting with young people, parents, officials and organisers.
- Always behave responsibly and do not seek to unfairly affect a junior player or the outcome of the game.
- Never intentionally expose any young participant to embarrassment or disparagement by using flippant or sarcastic remarks.
- Always recognise the value and importance of the officials and volunteers who provide sporting and recreational opportunities for juniors.
- Encourage Junior Members to play by the rules. Teach Juniors that honest endeavour is as important as winning and do all you can to encourage good sportsmanship.
- Set a good example by applauding good play on both sides. Encourage mutual respect for teammates and opponents.
- Support all efforts to remove abusive behaviour and bullying behaviour in all its forms

Galway Bay Golf Resort and its affiliated organisations believe that adult members should not:

- Use any form of physical punishment or physical force on a junior
- Exert undue influence over a junior to obtain personal benefit or reward
- Make inappropriate gestures or comments about, or to a junior.

Any misdemeanours and breach of this code of conduct will be dealt with immediately by Galway Bay Golf Resort.

Link to Galway Bay Safeguarding Policy:

<http://www.galwaybaygolfresort.com/membership/junior-membership/>



PART 6: COVID 19 GUI PROTOCOLS

<https://www.golfnet.ie/Documents/Protocol%20for%20Republic%20of%20Ireland.pdf>

