SUSSEX GOLF REPORTING PROCEDURES – Flowchart 1 Within Golf

What to do if you discover or identify any non accidental injury or abuse to any junior golfer or you have concerns about the behaviour of any member, volunteer, staff, PGA professional, coach or official in golf or affiliated organisation. You MUST share your concerns with the CWO and where appropriate professionals in statutory authorities as they may have relevant information that you are not aware of.

Incident or concerns identified or reported

Report incident/concerns to the CWO who will:

- Complete the golf incident report form (Appendix H)
- Report to the NGB CPO
- Where the concerns are urgent and/or the NGB CPO is not available refer immediately to CSC. Copy incident report form to police within 24 hours

If the child require immediate medical attention call ambulance and police inform doctor and police that there is a child protection concern

If parent or guardian is unaware and not involved with the incident or concern, inform them as soon as possible

NGB CPO

KEY
NGB – National Governing Body
CPO – Child Protection Officer
CWO – County Welfare Officer
CSC – Child Social Care Services
CMG – Case Management Group

CMG informs NGB CPO of the route a case should take within golf and/or via external referral to statutory agencies

Alleged minor poor practise

NGB CPO to assist clubs/counties in managing through the:

- Complaints procedure & disciplinary procedures.
- Disciplinary process.
- No further action.

Possible outcomes:

- No case to answer
- Complaint resolved with agreement between parties.
- Training/mentoring agreed.
- Disciplinary sanction.
- More significant concerns emerge

Serious poor practise. Poor practise with wider implications. Alleged child abuse

Possible processes:

- Child Protection investigation
- Criminal investigation/proceedings.
- Investigation under disciplinary proceedings-including possible temporary suspension of person accused.

Golf's investigation pends outcome of CSC/police investigation:
Possible Outcomes:

- No case to answer
- Less serious/refer to complaints procedure.
- Disciplinary hearing-sanctions.
- Civil proceedings

Appeal