



**FAR NORTH
QUEENSLAND
JUNIOR GOLF
HANDBOOK
2024**

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INTRODUCTION

1. With ageing Club memberships and the overall decline in golf participation, junior members have never been more important to the future of Golf Clubs. Similarly, never before have children had more variety and opportunity in terms of activities, all competing to occupy their spare time and attract their talent. These factors present a challenge for golf clubs to improve its 'offer' to young people, and encourage them to start and stay in the game.
2. There are many reasons why golf is appealing to young people and their parents/guardians:
 - a. Golf welcomes players of all ages and abilities.
 - b. Golf is a fun and challenging game, with low risk of injury.
 - c. The skill sets required are different in comparison to traditionally popular sports such as netball, rugby and soccer.
 - d. Golf can be played as an individual or a team sport.
 - e. Golf is a lifelong activity and is suitable for individuals, families, teams and groups.
 - f. Golf can provide networking opportunities and can be more social than other sports.
 - h. Golf promotes skills and values such as leadership, sportsmanship, communication, self-management, respect, honesty, integrity, responsibility, perseverance and good etiquette.
 - i. There are many fantastic role models in Australian Golf at both professional and amateur level in both the men's and ladies' game.

OBJECTIVES

3. This document exists to ensure a quality standard is applied to the duties undertaken by the Far North Queensland Junior Golf and provides information in relation to processes and systems primarily carried out by the Far North Queensland Junior Golf Clubs and associated club officials on behalf of Far North Queensland Golf Association (FNQGA) and Far North Queensland Women's Golf (FNQWG) including:
 - a. events run by clubs affiliated with FNQGA and FNQWG which require assistance from the Far North Queensland Junior Golf
 - b. events run by Junior Golf Queensland which require input from, or liaison with the Far North Queensland Junior Golf
 - c. processes and tasks undertaken by the Far North Queensland Junior Golf Clubs to assist the Far North Queensland Junior Golf Sub-Committee with reporting, data collation and record keeping

SCOPE

4. This document covers all financial junior members of Far North Queensland district clubs that are affiliates of FNQGA and FNQWG.

5. This document also covers financial junior members of clubs affiliated with other district bodies whilst participating in events run by clubs affiliated with FNQGA and FNQWG.

REVIEWS

6. This handbook shall not be amended without consultation and agreement with both FNQGA and FNQWG Junior Coordinators.

7. This document shall be reviewed annually in October each year by the Junior Coordinators of both FNQGA and FNQWG.

CORRESPONDENCE

8. All correspondence should be managed through the email address of info@fnqgolf.com.au

9. A copy of correspondence should be forwarded to both FNQGA and FNQWG Secretary where relevant

FNQ JUNIOR GOLF SUB-COMMITTEE

1. The importance of having a structured junior section which includes a Junior Sub-Committee and an appropriate number of leaders cannot be over emphasised. It could be damaging for the juniors within the region to have one person solely responsible for junior golf. While that person might be more than capable and possess all the necessary skills, if he or she retires or resigns from the position this may result in a lack of continuity and subsequently the junior section may suffer.

JUNIOR SUB-COMMITTEE

2. Should be made up of a number of people who have an interest in developing the junior within the region, these can be club coordinators, PGA Professionals and parents of active juniors. The size of your Sub-Committee should no more than four members. It is highly recommended that everyone sitting on the Sub-Committee should have a defined role.

3. While the Junior Sub-Committee will vary in how it functions depending on the demands of each club, below is an outline of the main functions of a Junior Sub-Committee:

- a. Promote the ethos and aims of FNQ Junior golf,
- b. Show an interest in growing junior membership, improving the ability and standard of juniors, and facilitate the transition of junior members into full adult membership,
- c. Meet 2 - 4 times a year,
- d. Draw up a calendar of events for the year in order to ensure plans are made well in advance,
- e. Develop a long-term strategic plan for the development of junior within the FNQ region, and
- f. Liaise with and report to the FNQGA and FNQWG.

ROLE OF THE SUB-COMMITTEE

4. The role of the FNQ Junior Sub-Committee is not to tell clubs what to do but is there to assist with advice.

5. The Far North Queensland Junior Coordinator involves all key stakeholders prior to decisions or recommendations being made.

6. The FNQ Junior Coordinator/Sub-Committee may be consulted in relation to queries or issues which may arise from clubs prior to, during or after hosting junior events.

7. The FNQ Junior Coordinator may also offer advice where he/she sees fit. Any queries or issues that cannot be resolved by the host club after consultation with the FNQ Junior Coordinator/Sub-Committee are directed to the FNQGA and FNQWG Executive Committee

8. If an issue is encountered that is deemed to be major, it is the responsibility of the club officials and/or the Far North Queensland Junior Coordinator to inform the FNQGA and FNQWG Executive Committee.
9. The Far North Queensland Junior Coordinator and Club Coordinators must always have junior players' wellbeing and best interests as the number one priority when making, or assisting with making, decisions or recommendations concerning junior golf.

JUNIOR GOLF SAFETY

1. The Junior Golf safety guidelines are layout in the FNQ Child and Youth Management Strategy document.
2. This document is a guideline and recommendation for clubs in the FNQ region; this is a standalone document and will be issue separately.

INCIDENT REPORTING

4. All incidents and accidents that happen during a Junior Open or a junior golf event must be reported to FNQGA and FNQWG as soon as possible after the event.
5. The FNQ Junior Golf Incident Report form is at Appendix A.

PHOTOGRAPHIC POLICY

6. FNQGA and FNQWG provide support to clubs hosting events through adherence to the photographic policy.
7. The FNQ Junior Golf photographic policy is at Appendix B.

CODE OF CONDUCT

1. The Clubs in the FNQ region runs high quality, professional and fun competitions for all junior players.

Players Code of Conduct

2. This Code of Conduct, In-Play, applies to Junior Players in all Championships, major activities, events and competitions conducted by club's FNQ in addition to any other requirements as set out in tournament conditions, local rules or by-laws of clubs hosting junior events.

3. Each Player in a competition must adhere to commonly accepted standards of golfing etiquette and sportsmanship. In order to ensure proper standards of behaviour during a competition a Player, who commits an offence under this Code may incur a penalty in accordance with the penalty structure displayed in the hosting club conditions of play.

4. This Code of Conduct also applies to parents, spectators and bag pushers.

5. An act is deemed to occur "during a competition" if it occurs during competition play or during a suspension of play.

6. Violations of the Code of Conduct In-Play include:

- a. A player entering a no play zone in which entry is strictly prohibited by on-site local rule.
- b. Failure to care for course (e.g. not raking bunkers, not replacing divots, not repairing pitch marks)
- c. Repeatedly using vulgar or offensive language
- d. Abuse of clubs or the course
- e. Throwing a club towards another player or spectator
- f. Deliberately distracting other players while they are making strokes
- g. Being disrespectful to other players, referees, spectators or staff
- h. Audible emission or unauthorized use of electronic devices such as mobile phones on the golf course or during play
- i. Violation of the Host Club's Dress Code
- j. Other such behaviour that falls short of the standards of etiquette and behaviour outlined in Rule 1.2a of the Rules of Golf.

FNQJG Parent and Spectator Guidelines

Players competing in 9 Holes, 9 Hole Modified and 6 Hole Modified are allowed the use of a Bag Pusher. See FNQJG Bag Pusher Guidelines for more details.

7. FNQJG will not enforce an “exclusion zone” or ban parents and spectators from being within a certain distance of the players on the golf course, provided these rules and guidelines are followed:
8. Parents and spectators are not to walk onto any teeing ground, in the middle of the fairway with the players, or onto the green for any reason.
 - a. Parents and spectators must stay on the designated cart paths or walk along the tree line of a fairway to watch the players.
 - b. Parents and spectators are encouraged to act as spotters for errant shots and can help players search for lost balls in long grasses and penalty areas.
 - c. Parents and spectators are not to push a player’s golf bag, offer any advice or coaching throughout the round, or get involved with any rulings or scoring disputes.

There will be on course volunteers, tournament staff, and designated rules officials available at every event to assist and deal with any problems arising on the golf course.

Additionally

- Parents and spectators are not to smoke on the golf course during a junior golf event.
- Smoking is only permitted in the designated smoking areas around the clubhouse.
- Parents and spectators are not to drink alcohol on the golf course during a junior golf event.
- Drinking alcohol is only permitted inside the clubhouse.

Parents and spectators who are found to be crossing the clearly defined guidelines above will be given an official warning and may be asked to leave the course if the behaviour continues.

FNQJG - Bag Pusher Guidelines

9. The main Rules for Bag Pushers at Junior Events are:
 - a. No Coaching, and
 - b. No Slow Play.
10. Players competing at junior opens /challenge events in the 9 Hole, 9 Hole Modified, and 6 Hole Modified Divisions do have the option to use a "Bag Pusher" to help them get around the golf course. Bag Pushers ARE NOT CADDIES and are encouraged to assist each golfer in the group with pace of play, scoring and general golf etiquette in this developmental part of the Junior Pathway.

Basically, the more the players can do themselves, the better.

- a. Bag Pushers are not permitted to coach the players during the round.
- b. Bag Pushers are not permitted to tee the ball up or take a preferred lie for the players.

- c. Bag Pushers are not permitted to stand behind the players during a pre-shot routine or line up shots.
 - d. Bag Pushers are not permitted to go onto the green to read putts or line up putts for the player when putting.
11. To assist with pace of play in:
- a. Bag Pushers are permitted to act as additional spotters and help search for lost balls.
 - b. Bag Pushers are permitted to rake bunkers.
 - c. Bag Pushers are permitted onto the green to take the flag out and let players know whose turn it is to putt.
12. Any Bag Pusher found to be crossing these clearly defined guidelines above will be given one official warning before being asked to leave the course.
13. Even if the player does not want or need a bag pusher, it is strongly recommended that each player competing in these divisions has someone with them at all times whilst on the course.

JUNIOR GOLF TOURNAMENTS

1. The FNQ Junior Tournament Calendar is developed in October/November each year by the FNQ Junior Golf Sub-Committee for the following year. Once the dates are confirmed with clubs, the calendar is finalised and it is emailed to the FNQ Secretary for information and uploading to the website. The calendar is also provided to TeeMates Golf Queensland, for inclusion in their calendar.

TOURNAMENTS

2. All FNQ Golf Clubs can hold a Junior Open Event or a Junior Golf Challenge Event.
3. Traditionally these tournaments have been held at clubs who have a junior program, however any club in the FNQ region can hold a Junior Open or a Junior Golf Challenge Event.
4. It is recommended that any junior tournament be held has a stand-alone tournament and not conducted at the same time as Club Open.
5. These events are listed on the calendar with links to relevant sites. Clubs requested to email their event flyers and information four weeks out from their junior tournament to the FNQ Junior Coordinator/Sub-Committee for posting on the FNQ Junior webpage and Facebook and for forwarding to all other affiliate clubs.

JUNIOR GOLF CHALLENGE EVENT

6. The Junior Golf Events are conducted along the same line as a normal Junior Open tournament, instead of all divisions playing, it is only open to the following divisions:
 - a. 13 Hole Juniors,
 - b. 9 Hole Juniors,
 - c. 9 Hole Modified Juniors, and
 - d. 6 Hole Modified Juniors.
7. The above Junior Divisions are required to have a junior club handicap.
8. Order of Merit points will be awarded to juniors participating in the above divisions.
9. The Junior Club of the Year points will also be awarded.

FNQ JUNIOR GOLF TOURNAMENTS

10. The Junior Tournaments give juniors within the region the opportunity to play on different courses within FNQ and to meet other juniors from different clubs.

11. Junior Tournaments should be held separately from club opens or part of a club weekend competition.
12. All junior golfers within the region and outside the FNQ region are welcome to attend these events. Junior tournaments are not compulsory however they offer broader experience of competitive golf as well as a great opportunity to play on other courses. Tournaments are also a good way to meet other players from different Clubs.
13. We also receive invitations to play in Junior Tournaments outside our region. Details of these events are posted on the FNQ Junior Facebook page.
14. Nomination forms are placed on the junior notice board usually Four/Three weeks prior to a tournament and it is up to Parents to nominate their child. Nomination forms must be sent to the hosting clubs as soon as possible to allow club time to conduct preparation for their tournament. Nominations after the closing date may not be accepted although normally host club will try to help where they can.
15. All club are required to send their up-to-date junior handicaps to the hosting club one week from the tournament start date.

FNQ JUNIOR GOLF PLAYING DIVISIONS

16. The Following junior division are played in the Far North Queensland Region:
 - a. 18 Hole Juniors,
 - b. 13 Hole Juniors,
 - c. 9 Hole Juniors,
 - d. 9 Hole Modified Juniors, and
 - e. 6 Hole Modified Juniors.
17. Host clubs have the right to decide what division/s will be applicable on the day of their tournament.
17. Depending on nomination, clubs can divide the 18-hole division into grades.
18. The recommended split would be:
 - a. Boys: Division 1: 0 – 18 and Division 2: 19 – 36, or
 - b. Boys: A Grade 0 - 11, B Grade 12 - 22 and C Grade 22 – 36,
 - c. Girls: Division 1; 0-18 and Division 2; 19 – 45,
 - d. Girls: A Grade 0 – 15, B Grade 16 – 25, and C Grade 26 – 45.
19. The recommended number of participate per division or grade is four players.
20. The grades and division should be based on the junior golf link handicap and not their playing handicap. The reason for this the junior playing handicap will differs from course to course, whereas the golf link handicap will not change a lot.

21. Please note these are recommendations only. Clubs may choose to alter these handicap ranges but are advised to specify what these splits are by indicating them on their flyers and/or nomination forms.

FNQ JUNIOR GOLF OPEN FEES

22. The following fees are set for the year for all junior golf events.
23. These will be set each year at the junior golf coordinator meeting for the next year.
24. Fees for this year are:
- a. 18-hole juniors \$25,
 - b. 13-hole juniors \$22,
 - c. 9-hole juniors \$20,
 - d. Modified 9-hole juniors \$15, and
 - e. Modified 3/6-hole juniors \$15.
25. These fees are to be review at the FNQ Junior Coordinators meeting each year.

MODIFIED PLAYERS

26. It is recommended that considerable thought be given to modifying the length of the course played for Sub-Junior Events. A common practice is to play the event from the 150 metre markers on the course by placing temporary tee markers (domes/witches' hats) adjacent to a mark on the fairway or light rough. This method doesn't offer much variety in par or length of hole and once a junior player becomes proficient enough in skill, he/she tends to just use the driver all day. An alternate option is to reduce the holes by 50% of their full length and still refer to the holes as the existing par and stroke index. It also recommended that when placing temporary tee markers, they be placed at the nearest practical point to the measurement.

27. The modified juniors are to play a modified course with following recommended distance;

Approximate Metres for each Modified Division

<u>Modified Divisions</u>	<u>Par 3</u>	<u>Par 4</u>	<u>Par 5</u>	<u>Total Distance</u>
Modified 3-hole juniors	40 – 60	90 - 140	150 - 180	360
Modified 6-hole juniors	40 – 60	90 - 140	150 - 180	664
Modified 9-hole juniors	60 - 100	120 - 180	190 - 250	1400

- Three-hole modified course should have 1 x PAR 3, 1 x PAR 4 and 1 x PAR 5 = course PAR 12;
- Six-hole modified course should have 2 x PAR 3, 1 x PAR 5 and 3 x PAR 4 = course PAR 23;
- Nine-hole modified course PAR is the same as a normal 9-hole course, just modified.

28. **Rule Modifications** - Consideration should be given to at what stage in a Junior Golfers development you introduce the Rules of Golf in their entirety. A progression from none for the very new golfer to a few and finally a good understanding of the basic rules would be considered a development pathway.

29. **Green - Side Bunkers** – 3/6-Hole modified players must make one (1) attempt to play out of a bunker before they are eligible for a drop to the side of the bunker no nearer the hole, add one stroke. 9-hole modified players must make two (2) attempts to play out of a bunker before they are eligible for a drop to the side of the bunker no nearer the hole, add two strokes. Juniors playing full holes are not eligible for any free drops out of bunkers.

30. **Fairway Bunkers** – Drop out to the nearest point, not closer to the hole, so the player does not have to play over the bunker. A player may choose to play from the bunker and after any shot in the bunker may proceed as above. Scoring when relief is taken: add one stroke extra to that hole's score.

31. **Lateral Water Hazard** – Drop a ball to the nearest point on the fairway where the ball went into the hazard. Scoring: add one stroke extra to that hole's score for each time it enters the hazard.

32. **Water hazard** – Drop out to the nearest point, not closer to the hole, so the player does not have to play over the hazard. Scoring: add one stroke extra for each time the ball enters the hazard and relief is taken on the hole to the score.

32. **Lost Ball** – Play a ball from where you hit the shot, add one extra stroke.

34. **Out of Bounds** – Play a ball from where you hit the shot, add one extra stroke (no penalty, 3/6 Holes Modified only).

35. **Air Swings** – Air swings are to be counted as it is part of their progression.

9-HOLES and 13 HOLES

36. The rule and the course for 9-hole and 13-hole division are the same as the 18-hole division.

37. They are to use the same Tee position as the 18-hole juniors.

38. The full hole divisions are governing by the Rules of Golf in conjunction with local rules.

TOURNAMENT NOMINATION

39. Nominating for FNQ Junior Tournaments couldn't be easier: just fill out the nomination form that is sent out by the hosting club and email it back. Finally, you will receive an email confirming your nomination.

40. After the closing date, which is usually couple days prior, all entrants will be listed on the tee sheet and displayed on the hosting club Facebook page and FNQ Junior Facebook page. It is the responsibility of the player to know his or her own tee time. All tee times and groupings are subject to change and you must check again before travelling

ARRIVING AT THE EVENT

41. Registration for junior tournament will depend on the hosting club, normally registration are opens 30 minutes prior to the start time. At the venue, make yourself known to the Event coordinator.

42. Once you have signed in, you will receive your scorecard and confirmation of your tee time and groupings. You must be at the starting tee at less 10 minutes prior to your starting time. Late arrival to the tee may result in two stroke penalty or disqualification. The Event starter will announce on the tee each player's name before he or she tees off.

43. All players must walk unless there has been a prior agreement with tournament organisers.

CONDITIONS OF PLAY

44. FNQ junior tournaments Conditions of Play is provided to assist clubs in providing a uniform and structured document for participants. Variables such as dates, Tournament Committee and Handicap limits are noted for each respective club to enter and we welcome any queries that may arise from the construction of conditions for your event.

RESPONSIBILITY

45. Responsibility for each junior event lies with the hosting affiliate club or body unless otherwise stated. The club's event management, i.e., the Junior Coordinator and/or PGA Professional and/or Junior Committee, hold responsibility for hosting events in accordance with the rules of golf.

46. Clubs are to provide an event flyer with details of the events four weeks prior to the event date.

47. Where possible a draw is to be completed at least 48 hours prior to the event to assist travel planning for parents.

48. The draw is to be structured so that the 18 Holes and lesser grade players finish at around the same time.

49. Provide lunch for each entrant, including a soft drink.

50. Display results on a white board or similar at the conclusion of the event.

51. Ensure that player's scorecards are sent or given to the relevant Junior Coordinators, not mailed to Clubs.

52. Send full results of the event containing details of each player to the FNQ Junior Coordinator/Sub-Committee, via FNQGA and FNQWG emails address within 7 days.

53. Supply official/walkers with scoring sheets/cards.

54. When clubs are hosting a Junior Golf event, they should consider the following:

- a. separate divisions for boys and girls,
- b. divisions graded where numbers permit,
- c. quality prizes suitable for the age/division of players being awarded,
- d. recommended prizes in each division including, but not limited to:
 - i. Gross Winner,
 - ii. Nett Winner,
 - iii. Gross Runner-up,
 - iv. Nett Runner-up,

- v. NTP, and
- vi. Longest Drive.

55. Players can only win one prizes, unless it is the NTP or Longest Drive.

56. If a division only as three players, then a Gross, and Nett Winner will be given with third player given Gross runner up prizes.

MARKERS/TEES

58. Juniors in 18-, 13- and 9-Hole division will player of the Men's and Ladies tee respectively.

59. Modified juniors will play on the same markers.

DRESS REQUIREMENTS

60. All players and spectators are required to adhere to the hosting club's dress regulations.

61. Any person not complying with the hosting club's dress standards may be denied access to any of the club's facilities.

62. The key points to note:

- a. Neat, clean golfing attire is to be worming,
- b. No tank tops or t-shirts, and
- c. No denim jeans or cut-offs.

63. It is the responsibility of the players and spectators to find out the dress standards required at each club.

JUNIOR GOLF ETIQUETTE

64. Golf's code of behaviour is known as etiquette. It ensures safety is maintained, the course is looked after and that golf is played in a fun friendly environment. Below are some general tips to good golf etiquette.

- a. Safety – Check that you and others are safe before swinging your club.
- b. Consideration - Always considers others whether playing partners and caddies, other competitors, officials, the course or the general public.
- c. Play - Play without delay and within the rules. Always consider the general courtesies of golf i.e., Keeping still and quiet while other players are playing or preparing to play their shot.
- d. Priority- If you are holding up the group behind, call them through. General rule: Keep up with the group in front not immediately in front of the group behind.
- e. Bunkers- Enter and leave the bunker from the lowest point. Always smooth out the bunker after playing from it or walking through it.

- f. Divots- Always replace divots and repair any damage you may make.
- g. Practice Swings- **No more than two practice swings.**
- h. Shake hands- At the end of play shake hands with the other players & Caddies.

FNQ JUNIOR BOYS' SELECTION SERIES

- 65. The FNQ boys' selection series is design to select a squad of four junior boys to play in the Gray Classic. Representative players are only selected from players who have player in the junior open tournaments conducted throughout the FNQ Region.
- 66. Selected Juniors must have current GA Handicaps, and must be members of a golf club which is affiliated with FNQGA.
- 67. The FNQGA will select juniors who meet the prerequisite to play in the Gray Player Classic and who have played in minimum of five junior open tournaments in the FNQ Region.
- 68. Points will be awarded for their gross score from each junior open in the FNQ region.
- 69. The selection criteria can be found on the FNQ Golf Association website under Junior Golf.

ORDER OF MERIT

FNQ JUNIOR ORDER OF MERIT AWARDS

1. The major award presented to FNQ District juniors each year is the FNQ Junior Golfer of the Year Award.
2. There are eight awards to be presented to boys and girls in the following divisions:
 - a. Best Gross Player each Division,
 - b. Best Nett Player each Division,
 - c. FNQ Golfer of the Year each Division, and
 - d. Junior Club of the Year.
3. The GOTY Award Presentations will coincide with the last Junior tournament of the year.
4. The last junior tournament is normally held in the last week of October. The presentation of the FNQ Junior Order of Merit Awards will be held at this event.
5. The Order of Merit points obtain in the last junior tournament event in October will be carried forward into the following year.
6. Clubs hosting junior tournaments are required to provide all players' scores to the FNQJC within a one-week timeframe.
7. All scores are entered into a spreadsheet which is kept on file by the FNQJC for reference and record keeping purposes.
8. The spreadsheet is used to determine the placings for all players. Points are allocated for placings and calculations are done in a separate excel spreadsheet. Two bonus points are awarded to each junior for entry in each event to reward regular attendance.
9. To determine Order of Merit winners, points will be allocated to players for their gross and nett scores at all FNQ Junior Tournaments held within the district. The table below shows the allocation of points from first place through to tenth place.
10. All placings from tenth onwards will be receive 5 points.

Place	1 st	2 th	3 th	4 th	5 th	6 th	7 th	8 th	9 th	10 th
Points	50	45	40	35	30	25	20	15	10	5

Table 1: Points award for Golfer of the Year

11. Players tied in a placing each receive the same points for that place. e.g:

1 st	50	6 th	25	11 th	5
2 nd	45	7 th	20	12 th	5
3 rd	40	8 th	15		
4 th	40	9 th	10		
5 th	30	10 th	5		

12. The spreadsheets are updated after each junior event and a copy is emailed to the FNQ Secretary for auditing and transparency and to ensure the Committee are kept informed at all times.

13. The points for GOTY are not displayed on the FNQ website for specific reasons. Healthy competition is encouraged between players but the ultimate objective of the Committee is for all juniors to make friends and have fun whilst enjoying the game of golf and have the opportunity to play different courses.

14. The GOTY award should not be the main reason a player attends junior events. The tally of points for juniors should not form an unhealthy competition between players or parents.

15. By not advertising the points status, we hope to not place families in situations whereby the decision to attend a junior event is based on where the player is placed according to GOTY points.

16. Points for FNQ Junior Golfer of the Year and FNQ Junior Club Year will only be awarded at junior opens where all five junior division are been played as part of a junior open.

FNQ NETT PLAYER OF THE YEAR

17. All division will have a FNQ Nett Player of the Year, all players participating in Junior Tournaments will accumulate points according to their final nett placing.

18. Players with the same nett score will receive the same points.

19. At the conclusion of the FNQ junior tournament for the year, a tally of all points for all divisions will decides the winner for each division.

20. The junior with the most points in each division wins.

FNQ GROSS PLAYER OF THE YEAR

21. All division will have a FNQ Gross Player of the Year, all players participating in Junior tournament will accumulate points according to their final nett placing.

22. Players with the same nett score will receive the same points.

23. At the conclusion of the FNQ junior tournament for the year, a tally of all points for all divisions will decides the winner for each division.

24. The junior with the most points in each division wins.

FNQ JUNIOR GOLFER OF THE YEAR

25. All division will have a FNQ Junior Golfer of the Year, all players participating in Junior tournament will accumulate points according to their final Gross and Nett placing.

26. At the conclusion of the FNQ junior Opens for the year, a tally of all Gross and Nett points for all divisions will decides the winner for each division.

27. The junior with most combined Gross and Nett points is the winner.

RULES FOR GROSS AND NETT PLAYER OF THE YEAR

28. FNQ Junior can only win Gross or Nett player of the year, they cannot win both.

29. A player can only win one award, with FNQ Junior Golfer of the Year taken precedence over gross and nett player of the year.

30. If a junior starts the year in 9 Holes Modified and advances to Full 9 Holes, they will only be eligible for that division they have played the most tournaments in.

FNQ JUNIOR CLUB OF THE YEAR

31. The FNQ Junior Club of the year will be based on junior participation at all FNQ junior tournaments throughout the year.

32. The NETT scores of all players in each division will be add together, then divided by the number players in that division from your club. See below example.

Example:

Club One has Three players, Club Two has 2 players, and Club Three has 1 player in the 13-hole division. There Nett scores are:

Club One		Club Two		Club Three	
Players	Nett Scores	Players	Nett Scores	Players	Nett Scores
P1	65	P1	71	P1	74
P2	71	P2	75		
P3	75				
Total	211	Total	146	Total	74
/ By	3	/ By	2	/ By	1
Total	70.33	Total	73	Total	74
Points	20	Points	18	Points	16

- Club One is allocated 20 points, Club Two is allocated 18 points, and Club Three is allocated 16 points.
- The same procedure is conduct for all other divisions.

HANDICAPS

1. A handicap provides a way of monitoring how a junior is improving and provides real motivation for young players to continue their participation and practice.

2. Clubs can assign handicap to their junior for the start, has the junior improves their game and skills, their handicap will come down.

SPREADSHEET

3. FNQ Juniors have adopted a spreadsheet that was developed by a past junior coordinator from Mossman.

4. The FNQ Junior golf handicapping system was implemented for 13 Hole, 9 Hole, 9 holes modified and 6 holes modified players only.

5. It is preferred that all new players, play three rounds of golf before been given a handicap, however a player can be given the maximum handicap for the division they are playing and be adjusted at the completion of the junior players first round of golf.

6. Far North Queensland Junior Golf Association Handicapping spread sheet has been used for the last couple years as per the table below.

CCR is the PAR for the course juniors are playing on, this number can be change.

NOVICE
CCR

Date → **35**

Name	Actual Handicap	New Playing Handicap	Score	Differential	Handicap Differential	Multiplier	Buffer	Handicap Adjustment		New Handicap	New Playing Handicap
Golfer	33.4	33	60	25	-8	0.3	2	-2.4		31	31
Golfer	25.4	25	60	25	0	0.3	2			25.4	25
Golfer	31.4	31	58	23	-8	0.3	2	-2.4		29	29
Golfer	36	36	78	43	7	0.3	2		0.1	36.1	36
Golfer	36	36		-35	-71	0.3	2	-	21.3	14.7	15
Golfer	35	35	67	32	-3	0.3	2	-0.9		34.1	34
Golfer	26	26		-35	-61	0.3	2	-	18.3	7.7	8

Table 1: Junior Golf Handicap

7. It is recommended that clubs use the spreadsheet provided as this will be difficult to manage on paper.

8. Below is the minimum and maximum handicap for FNQ Junior golfers for each division.

18 Holes

Boys Calculated by Golf link

Girls Calculated by Golf link

13 Hole Juniors:

Boys Maximum: 36.4 Minimum: 20.4

Girls Maximum: 45.4 Minimum: 23.4

9 Holes Novices

Boys Maximum: 36.4 Minimum: 20.4

Girls Maximum: 45.4 Minimum: 23.4

9 Holes Modified

Boys Maximum: 36.4 Minimum: 20.4

Girls Maximum: 45.4 Minimum: 23.4

3/6 Holes Modified

Boys Maximum: 30.4 Minimum: 20.4

Girls Maximum: 36.4 Minimum: 23.4

9. When a junior's player reaches their minimum handicap requirement for their division, it is recommended they step up to the next division, where they will be issued with a new handicap.

PLAYING BELOW MINIMUM HANDICAP

10. If a junior wish to remain in a division once they have reached their minimum handicap, they can remain in that division and their handicap will still continue to be reduced or increased accordingly but they will no longer be eligible for the Gross Prizes. Players with handicaps below the minimum will be only eligible for Nett Prizes.

HANDICAP ISSUE

11. If a junior player or parent/guardian has an issue with the handicapping of their child or other junior players, they are to inform FNQJC by letter with as much information as possible.

12. All clubs are required to send their up-to-date junior handicaps to the hosting club one week from the tournament start date. If an up-to-date handicap list is not received by the hosting, they have the right to give the junior any handicap they see appropriate.

13. At times junior will be issued a Golf Link Number by their clubs.

14. Juniors who have been issued a Golf link Number can still play in their current division as long as their Golf Link is not active.

15. Once their Golf Link number becomes active and they have played a number of adult competitions, then they should be playing in the 18 Hole Junior Divisions.

SCORE CARDS

16. It is the responsibility of the player to grab their score card at the end of each event and take it back to the club junior coordinator for updating their handicap.

TEEMATE QUEENSLAND TOURNAMENTS

1. TeeMates Golf Queensland host a number of tournaments throughout QLD and FNQ.
2. These tournaments included the following:
 - a. Greg Norman Junior Master Tournament and qualifying events,
 - b. Junior Jug (girls),
 - c. Katherine Kirk Classic for girls,
 - d. Gary Player Classic for boys, and
 - e. Junior Golf Queensland District Points Challenge Event.

GREG NORMAN JUNIOR MASTERS (GNJM)

3. The Greg Norman Junior Masters is a TeeMates Queensland tournament which requires players to qualify before being invited to participate. FNQ district is offered two open qualifier events each year. The district can request a third qualifier from TeeMates Queensland by writing a letter detailing the reason for the third qualifier.
4. Information on the criteria for and how to qualified for the Greg Norman Junior Master and can be found on the TeeMates Queensland website.
5. Within the FNQ region the Greg Norman Junior Master Qualifiers are allocated to junior open at the FNQ Junior Coordinator meeting held in October each year after the last junior open of the year.
6. It is recommended that the Greg Norman Junior Master Qualifier (18 Hole GA Juniors) be a two-day event, (i.e.: Club can contact round one on Saturday morning below the members tee off and round two on Sunday with all the other division).

JGQ DISTRICT POINTS CHALLENGE EVENT

7. The TeeMates Queensland District Points Challenge is a series of events (5 per District) which have been nominated by participating Districts of Golf Queensland.
8. Information on the criteria for the TeeMates Queensland Points Challenge Series can be found on the Junior Golf Queensland website.
9. The TeeMates Queensland District Points Challenge are allocated in the same way as the Greg Norman Junior Master Qualifiers are.

FNQ JUNIOR JUG INTER-DISTRICT TEAM

10. The Junior Jug is conducted in conjunction with Katherine Kirk and is a 54-hole nett event.

11. The team consists of two or three junior female players plus one adult female official.

KATHERINE KIRK CLASSIC

12. The Katherine Kirk Classic is an Australian Girls Ranking Even open to female golfers under the age of 21 years. It is played over 54-hole stroke play in 3 age divisions. It is conducted by Golf Queensland.

a. 15 Years and under,

b. 16 - 17 Years, and

c. 18 - 20 Years.

13. FNQ juniors' girls are required to self-nominate for this event, all relevant information is on the GQ website.

GARY PLAYER CLASSIC

14. The Gary Player Classic is an Australian Boys Ranking Even open to male golfers under the age of 21 years. It is played over 54-hole stroke play in three age divisions. It is conducted by Golf Queensland.

a. 15 Years and under,

b. 16 – 17 Years, and

c. 18 – 20 Years.

MYGOLF PROGRAM

1. MYGOLF is Australia's national junior introductory program to develop and promote participation in golf. A 10-week introductory program to the sport, the MYGOLF program is designed for 5 to 12-year old's and is the major driver of junior golf participation in Australia.
2. Through the MYGOLF program, we aim to increase participation and engagement in golf by children, and provide a fun, accessible and satisfying introduction to the sport of golf by promoting skills development, as well as the social and fun aspects of the sport, to the wider community.
3. Number of Clubs within the FNQ region conduct MyGolf programs.
4. These programs can be found on the MyGolf Australia website.
5. The district can also request a My Golf camp to be conduct over Two or three days; this is normal conduct by JGQ PGA coaches.
6. More information and locations of MYGOLF programs can be found on the MYGOLF website.

GOLF AUSTRALIA REGIONAL DEVELOPMENT PROGRAM

1. Junior golfers located in FNQ Region will have the opportunity to access specialised coaching from Queensland State Coach/PGA Professional.
2. Parents and participating juniors will also learn about Queensland's Participation Pathway and Talent Identification process.
3. Participating juniors will have fun, acquire new skills, have autonomy and interact with like-minded junior golfers.
4. Juniors need to have an official GA handicap of 25 or less and be a member of a golf club within FNQ District and be aged between 12 and 17 years of age
5. Be a financial member of JGQ to access the program free of charge. If you are not a financial member of TeeMates Queensland, there will be a cost for the program.

Appendix A: Incident Report Form:

FAR NORTH QUEENSLAND JUNIOR GOR INCIDENT REPORT FORM			
Personal Details:			
Personal involved in Accident / Incident:			
Contact Details:			
Sporting Event:			
Person making the report:		Date of report:	
Accident/incident details			
Date:	Time:	Date reported:	
Location:			
Official in charge of player:			
Incident reported to:			
Witness 1:		Contact Details:	
Witness 2:		Contact Details:	
Nature of Accident/Incident			
Results of Accident/Incident			
Action taken (disciplinary or first aid)			
Any other relevant comments			
Name of parent/carer contacted:			
Name:			
Date:		Time:	
Signatures:			
Official:			
Associations Secretary:			
Action Completed:		Dates:	Name:
A copy of this report must be forwarded to: FNQGA and FNQWG Secretaries.			

Appendix B: Photography Policy

Purpose

1. This policy is designed to provide an understanding of issues surrounding the acquisition and display of images of registered members participating in golf activities.
2. It also serves as an administrative reference in relation to the management of photography and videography by any person at FNQ Junior Golf functions, events and matches.

Policy scope and procedure

3. In Australia there is no law restricting photography or videography of people including children in public spaces as long as the images are NOT:
 4. Indecent (such as 'up skirt' or 'down blouse' photographs taken covertly in change rooms or toilets), Being used for voyeurism or made for the purpose of observing and visually recording a person's genital or anal region,
 5. Protected by a court order (e.g. child custody or witness protection),
 6. Defamatory or being for commercial purposes (person's likeness is used to endorse or entice people to buy a product).
7. The majority of FNQ Junior Golf activities are located at golf courses and clubs open to the public however if FNQ Junior Golf is hosting a sanctioned event all individuals taking photographs or video images will be subject to the rules and policies of FNQGA and FNQWG.
8. The publishing of a photograph or image can, from time to time, be used either inappropriately or illegally. Images of a child (including your own child) if photographed in a provocative and sexual manner can contravene Criminal Codes and censorship laws.
9. FNQGA and FNQWG require the privacy of others to be respected and prohibit the use of camera phones, videos and cameras inside changing areas, showers and toilets.
10. FNQGA and FNQWG will only use appropriate images of a child, relevant to golf and depicting the child suitably clothed in a manner that promotes participation in golf.
11. When using a photo of a child, FNQGA and FNQWG will not name or identify the child or display personal information such as residential address, email address or telephone numbers without gaining written consent from the parent/guardian.
12. FNQGA and FNQWG will not display information about hobbies, likes/dislikes, school etc. as this information has the potential to be used as 'grooming tools.'
13. Photography and video footage are only taken by FNQGA and FNQWG at sanctioned events and matches for three purposes:
 - a. Player/Umpire training and development,
 - b. FNQGA and FNQWG promotion and publicity, and

- c. Participants and family use.

Photography for Publication or Commercial Use

14. Where a photographer / videographer has been contracted by FNQGA and FNQWG to acquire images of individuals or teams for the purpose of selling images to participants or interested persons, the contractor is required to be suitably identified and provide their Blue Card issued by Queensland Public Safety Business Agency. Where a contractor has been engaged FNQGA and FNQWG has the obligation to advise the contractor of any limitations as prescribed by a court order or law?

Photography for Private Use

15. There are no restrictions on parents, guardians and/or family members taking photos or video footage of their children participating in FNQGA and FNQWG sanctioned events provided the images are for personal use and do not encroach on the policy limitations.

16. Equally there are no restrictions on officials taking images for coaching purposes, umpire development or general publicity.

Inappropriate Photography

17. Where an individual is believed to be inappropriately photographing any member FNQGA and FNQWG, will do the following:

- a. Inform a FNQGA and FNQWG official,
- b. Ask the individual to cease taking photos or video footage, and
- c. If the individual does not cease call the local Police.

References / Related Documents:

Photographic Release Form Adults and/or Minors – attachment one

FNQGA and FNQWG Member Protection Policy

FNQGA and FNQWG Codes of Behaviour Australian Sports Commission – Guidelines on the use of Images of Children - attachment two

Evaluation and Review:

18. This policy will be reviewed by the Executive Committee as part of the annual policy review prior to the start of each season.

FNQ JUNIOR GOLF PHOTO RELEASE FORM
PHOTO RELEASE FORM FOR MINORS (IF UNDER 18)

FNQGA and FNQWG have my permission to use my or my child’s photograph public ally to promote the library. I understand that the images may be used in print publications, online publications, presentations, websites, and social media. I also understand that no royalty, fee or other compensation shall become payable to me by reason of such use.

Parent/Guardian’s Signature:
Parent/Guardian’s Name:
Player’s Name:
Contact Number:
Date:



GUIDELINES ON THE USE OF IMAGES OF CHILDREN

The following guidelines have been developed to assist sporting clubs and associations when acquiring and displaying images of children and young people on web sites and in other publications.

Background

There have been concerns about the risks posed directly and indirectly to children and young people through the use of photographs on sports web sites and other publications. Evidence in Australia indicates that information posted on an internet site or published in a magazine or newspaper is used to target children, to locate them, and then to condition or groom them. Additionally images can be used or adapted for inappropriate use. The end result is that in spite of the best intentions on the part of the publisher, children can end up being the victims of abuse. **Sporting organisations need to be aware of these potential risks and take appropriate steps to address them.**

Acquiring images

- Permission needs to be obtained from the athlete's parent / guardian prior to taking their image. Ensure that they are aware of the way in which the image may be used.
- Request that professional photographers and/or spectators taking photographic / video images register at an event or facility.
- Clearly outline to professional photographers that all images taken will remain the property of the sporting organisation, and can not be used or sold for any other purpose. Clearly outline that all negatives / proofs etc need to be destroyed or given to the sporting organisation at the conclusion of the photo opportunity.
- Clearly outline and publicise what is considered appropriate behaviour and content to those taking photographic / video images.
- Do not allow unsupervised or individual access to athletes.
- Do not approve photo / video sessions outside the event venue or at an athlete's home.
- Provide details of who to contact if concerns or complaints of inappropriate photographic behaviour or content are raised.

Displaying images

- Consider using models or illustrations for promotional / advertising purposes.
- Permission needs to be obtained from the athlete's parent / guardian prior to using their image. Ensure that they are aware of the way in which the image is to be used and how long the image will be displayed when used on a website.
- If the athlete is named, avoid using their image.
- If an image is used, avoid naming the athlete. If this is not possible avoid using both a first name and surname.
- Do not display personal information such as residential address, email address or telephone numbers without gaining consent from a parent / guardian first.
- Do not display information about hobbies, likes / dislikes, school, etc as these can be used as grooming tools by paedophiles or other persons.
- Only use appropriate images of the athlete, relevant to the sport or activity, and suitably clothed. Images of athletes in sports or activities that involve minimal clothing or unusual body positions / poses, which could potentially be misused, should focus on the activity not on a particular child and avoid full face and body shots.
- Reduce the ability for the direct copying of pictures from a website to another source (i.e. disable the 'right mouse click' function)
- Provide details of who to contact if concerns or complaints of inappropriate image use are raised.

Australian Sports Commission
Ethics in Sport - Policies, Guidelines and Forms