



CODE OF CONDUCT

Program Expectations

Activate - Communicate - Engage

As a captain and leader of your own PGA Jr. League program, it is expected that you manage your season in a manner that meets or exceeds the expectations of the parents, players, facility, fellow captains and all others involved. Please review the guidelines and expectations below prior to continuing the planning process for your season.

Activate

Start the planning process for your season early. Get staff and management buy-in, and make sure you have the time and space you need at your facility.

- Organize and participate in your League's Pre-Season Captains Meeting. This key element of the planning process will ensure that your season will get off to a smooth start. Your Regional League Manager will assist with planning this meeting.
- Market your program and do your best to find players to fill your expected number of teams. Other captains in your league will be counting on your team to participate in games.
- Create a timeline of your season, plan a pre-season player/parent meeting, schedule practices, and schedule games as early as you can.
- Study the Conditions of Play and Captain's Guide to ensure you have a full understanding of what your PGA Jr. League season will look like.
- Visit and familiarize yourself with the numerous resources available on the Captain Resource Center.

Communicate

Coordinate with fellow Captains, and communicate early, often and consistently with parents and players.

- Maintain an open line of communication with your players' parents. Explain the goals and objectives of your team and the PGA Jr. League program.
- Publish the season schedule to your registered players and families as soon as possible. Many families will plan their schedules months in advance.
- As updates and changes happen during your season, be sure to inform your fellow captains, coaches, players and parents as soon as possible. It is far better to show up to a practice or game knowing that something will be different than to arrive and be surprised that something is not as it was expected to be.



Engage

Promote a positive learning environment, and create and experience families enjoy

- Be a positive role model to your players; display emotional maturity and be alert to the physical safety of players.
- Be a good listener. It will allow you to better understand your players and allow you to adjust your coaching style to their personal needs and preferences.
- Give all players the opportunity to improve their skills, gain confidence and develop self-esteem; teach them the basics.
- Organize practices that are fun and challenging for your players. Familiarize yourself with the rules, techniques and strategies of PGA Jr. League; encourage all your players to be team players.
- When used appropriately, the format of PGA Jr. League, match results, and league standing can be an effective way to motivate and engage your players to play more golf and for a longer time period. Post the results of your games and league standings so that players and parents can access them.
- Reaching out to the other patrons of the course, the community, and potential local sponsors can be an effective way to elevate your program. Visit the Captain Resource Center for more information.

Game Requirements

Whether you are hosting your own league, or competing with teams from other facilities, a PGA Jr. League "Game" will be one of the favorite moments for your players, families, and coaches.

Requirements when hosting or attending a game

- There shall be one authorized Captain, Coach or Volunteer per team of players at each PGA Jr. League game.
- Captains are required to confirm all game day details with fellow captains and communicate key information to their players and parents prior to each game.
- Parents shall be encouraged to appropriately support their children's PGA Jr. League experience by following the Spectator Guidelines which can be found in the Conditions of Play. If violations occur, the captain is required to take appropriate action.
- Unless all captains in the league are in prior agreement, the game will be conducted under the rules outlined in the Conditions of Play. All captains and coaches are expected to have an in-depth knowledge and understanding of the PGA Jr. League format, policies and rules.
- If an issue arises, Captains are expected to discuss and resolve it amongst themselves. In the event any issue remains unresolved, the applicable Captains will bring such issues forward to the PGA Competitions Committee via the Regional League Manager for resolution, with the determination of the PGA Competitions Committee being final.



Essential Program Values

Below is the PGA Jr. League's vision for creating an exceptional player experience. These quality standards were derived directly from PGA Jr. League families and guide the experiences of our junior golfers and their parents. We ask that you review, commit to, and implement Safety, Care and Organization – in this priority order – within your program.

This will allow you and your Coaches to deliver exceptional experiences for your PGA Jr. League participants and create far-reaching value for yourselves and your facility.

Safety

- Speak up and take action to put safety first
- Be aware and intentional at games and practices
- Commit to principles of the Safe Sport Act

Care

- I Include everyone
- Create fun experiences
- Support every child as a golfer

Organization

- Be prepared for practices and games
- Communicate often and frequently
- Be proactive and empathetic

Code of Conduct

In addition to complying with any federal or state laws that may be applicable to your hosting a team in the PGA Jr. League program, you agree to comply with the following "Captain Code of Conduct" which may, as determined by PGA, be updated from time to time. Any updates to this Code of Conduct will be communicated to all hosts of PGA Jr. League programs and will become effective thirty (30) days following such initial dissemination.

Captain Requirements

All PGA Jr. League Captains agree to comply with the following program requirements, which apply to both regular season and post season (i.e. "all-star") teams:

- Every PGA Jr. League team must be registered and overseen by a Captain.
- Captains must be (1) a PGA Professional, (2) a PGA Associate or Student, (3) a LPGA Professional, or (4) a Member of a sanctioned PGA organization, as defined by PGA, IN GOOD STANDING with your respective Association.
- Never verbally or physically abuse a player or official; give all players the opportunity to improve their skills, gain confidence and develop self-esteem; teach them the basics.
- Coaches and Volunteers (i.e. non Captains) may assist the Captain and such individuals are not required to be a member of one of the golf organizations noted in the previous bullet, but are required to comply with the Code of Conduct.



- It is the Captain's responsibility to ensure that all coaches and volunteers comply with the code of conduct.
- All Captains, Coaches and Volunteers must register and successfully complete a PGA defined criminal background screen process and abuse prevention training prior to being in contact with players and complete any additional registration requirements established by PGA.
- There shall be one authorized Captain, Coach or Volunteer per team of players at each PGA Jr. League game.
- Transportation of PGA Jr. League players by Captains, Coaches and/or Volunteers is forbidden unless the Captain/Coach/Volunteer is the parent, guardian or sibling of the applicable player.
- Captains are required to inform spectators on the expectation of positive behavior and take appropriate action if violations occur.
- If an issue arises, Captains are expected to discuss and resolve it amongst themselves. In the event any issue remains unresolved, the applicable Captains will bring such issue forward to the PGA Competitions Committee via the Regional League Manager for resolution, with the determination of the PGA Competitions Committee being final.
- Inappropriate touching between a PGA Jr. League player and a Captain, Coach and/or Volunteer is prohibited.
- Use of audio or visual recording devices, including a cell phone camera, is not allowed in changing areas, rest rooms or locker rooms.
- It is every Captain's responsibility to promptly report any incident regarding sexual misconduct by any party involved in the PGA Jr. League program to a member of PGA's staff or to the hotline established by PGA. Reporting must occur when an individual has firsthand knowledge of misconduct or where specific and credible information has been received from a victim or knowledgeable third party. Various state laws may also require reporting to law enforcement or to a designated child protection agency. Any other violation of the PGA Jr. League Code of Conduct shall be reported to the applicable PGA Jr. League Regional Manager.

Additional Guidelines

The Additional Guidelines below describe strategies for creating an open and observable environment and establishing clear boundaries between adults and players. These guidelines must always be followed by Captains, Coaches, and Volunteers at all times.

- All PGA Jr. League practices shall be open to observation by parents.
- An open and observable environment shall be maintained for all interactions between adults and players. Private, or one-on-one situations, shall be avoided unless they are open and observable.
- Relationships of a peer-to-peer nature with any players shall be avoided.
- Captains and Volunteers shall avoid horseplay and roughhousing with players.
- When a Captain touches a player as part of instruction, the Captain shall do so in direct view of others and inform the player of what he/she is doing prior to the initial contact. Touching players as part of their instruction shall be minimized outside the boundaries of what is considered normal instruction.
- All Captains and Volunteers shall refrain from the use of inappropriate language and engaging in any activity deemed inappropriate by PGA (e.g., use of alcohol/tobacco during PGA Jr. League play, etc.)