



MENTONE GOLF CLUB POLICIES

Accident Policy

If an accident occurs whilst on the course **call the Pro Shop 0477 774 633 and call 000 if necessary.**

The Pro Shop will provide a cart. A CARDIAC DEFIBRILATOR is kept in the Pro Shop.

Advise the Captain or Vice-Captain who will contact the Emergency Contact person depending on the severity of the incident.

The incident should be recorded in the Incident book. The Incident Report Book is kept in the Pro Shop near the white board.

The Club's Welfare Officer will follow up.

Motorised Carts Policy

A Member who has reached the age of 70 may use a motorised cart without prior application.

A Member qualifies for the use of a motorised cart if they have a permanent disability or is recovering from serious injury or illness, and a Doctors' certificate is provided.

Weather Policy

Heat Policy

Mentone Golf Club Inc has an obligation to act responsibly when managing events and activities, each one to be assessed on a case by case basis. These guidelines have been formulated to minimise the risk of injury, illness and possible death as a result of activity undertaken in hot weather. All decisions whether to suspend, modify or cancel a competition will be made by the incumbent Match Committee.

If, at least one hour prior to the competition, the conditions are such that it may reach a potentially dangerous situation (at 7am weather is predicted to be 37 degrees or more), the Match Committee may cancel the competition or reduce to 9 holes Stableford.

Any competitor who completes 18 holes will be scored on the first 9 holes.

If a medal day is reduced to 9 holes, then the medal for that month will be postponed to a later date.

The Club assumes no responsibility for any medical situation in relation to a competitor and recommends that those with a pre-existing medical/physical condition please consult a Medical Practitioner.

Personal Heat Strategy

- Check the forecast weather conditions prior to teeing off.
- Actively re-hydrate before, during and after play.
- Apply sunscreen before and during play.



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- Wear suitable light clothing and head covering – wide-brimmed hat / visor / and use an umbrella.
- Withdraw from the competition if unable to complete the round in a healthy condition.

Lightning Policy

Members should be aware that the Club does not have a formal warning siren system in the event of lightning in the course area. When electrical storm activity is present, Members should take all necessary precautions to avoid a lightning strike.

Stand in safe locations such as substantial buildings.

If out in the open, find low ground.

DO NOT stand under trees or near water.

DO NOT have unnecessary contact with steel or metal products.

Absence Policy

Leave of absence can be granted for a Member's injury or illness, compassionate care of a close relative (spouse or immediate family member) or holidays that extend over a **WHOLE** calendar month. Retrospective leave of absence may only be granted by the Match Committee for a whole month if no opportunity was available to submit a card in the month that the injury or illness occurred.

Applications for leave of absence must be submitted by email to the Captain and Secretary.

Any Leave of Absence shall be cancelled if the member plays at a private club or at any golf course in the metropolitan area during this applied leave.



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Privacy Policy

Purpose

To ensure that all Club Officials who are responsible for handling personal and/or health information do so in a manner that protects every individual's right to privacy.

Policy

Mentone Golf Club is fully committed to protecting everyone's right to privacy. Club officials in collecting information will comply with all aspects of the Victorian Information Privacy Act 2000 and the Health Records Act 2001.

It is the Committee's responsibility to ensure that relevant Club officials are familiar with their obligations under the Acts and that the handling of both personal and health information is done so in accordance with the law.

In particular:

- Mentone Golf Club will only collect personal and health information that is required for its activities – see below.
- Information will only be used for the purpose for which it was collected.
- If information is required for other purposes other than those for which it was collected, agreement will be sought beforehand.
- Information will only be accessed by Mentone Golf Club Committee.
- Information will be securely stored.
- Information will be destroyed if it is no longer needed for any purposes.

Collection and Consent

- Information is required by the Mentone Golf Club for the following purposes:
 - Legal obligation under Associations Incorporation Reform Act 2012.
 - Obligations under Victoria Liquor Licensing Act.
 - Listing of results/achievements and photographs on Mentone Golf Club website.
- Information collected will only be distributed to the following third parties:
 - Golf Australia (through current platform provider) - To access and verify golfers, maintain GA handicap, handicap records and Daily Handicaps.
 - MiClub third party provider providing service to link Golf Australia platform provider with handicapping requirement and the Mentone Golf Club provision of handicapping and competition details.
- If there is a request for member data for an alternative reason, permission will be sought first.



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Storage and Access to Information

- Information is stored securely in a password protected computer and password protected file.
- Only members of the Committee have access to protected computer and protected file.
- When information is not required for any purpose, it will be destroyed.