

## STUDENT CODE OF CONDUCT

- I will always endeavour to be a worthy ambassador and role model for The Golf School of Excellence, the game of golf, my family, my club, my province and my country.
- I will at all times show respect towards my fellow students, my coaches, and all TGSE staff.
- I will always give my best no matter the circumstance, and exhibit a no-quit attitude towards my performance and improvement programme.
- I will always work hard and maintain a positive attitude on my journey to success.
- I will meet both defeat and victory with dignity and pride, for I know that I have given my best.
- I will always strive to be the best that I can be.
- I will set my goals and standards high and continually strive to exceed them.
- I will always show appreciation for the talents, opportunities and support entrusted to me.
- Through my actions I will be an inspiration to others.
- I will always compete with honesty and integrity, and always act in accordance with the spirit of the game of golf.
- I will lead a healthy lifestyle, aiming to achieve and maintain the optimum physical condition for an elite performance golfer.
- I accept ultimate responsibility for my performance, rate of improvement and overall success.

## GENERAL RULES (Applicable to all students)

- In order to achieve maximum improvement students are expected to attend and participate in a full schedule at the school. The times and dates of the TGSE schedule and each students individual training sessions will be posted on the notice board in the TGSE academy room.
- Students will arrive strictly on time for all scheduled training sessions and tournaments. Traffic delays are not regarded as a valid excuse. It is the student's responsibility to obtain his starting time for tournaments.
- Good manners, respect, discipline & sportsmanship should be characteristics of all TGSE students. Excessive and offensive profanity will not be tolerated.

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- TGSE Students must maintain the facilities utilized by TGSE including but not exclusively the golf courses, practice facilities and clubhouse areas in a neat and tidy state at all times.
- Any student causing damage to the grounds and property of TGSE, Royal Johannesburg & Kensington Golf Club or Huddle Park Golf & Recreation will be appropriately punished and will be liable for the repair of such damage.
- TGSE Students must act in an accountable and responsible manner at all times, including on social networking sites such as Facebook, Twitter and any other social media platforms.
- TGSE students must act at all times in a manner that promotes the culture of improvement for all students at TGSE.
- TGSE Students must wear suitable golfing attire at all times during practice and play, as laid out in the TGSE student handbook. Students incorrectly attired will not be able to participate in school activities, including tournament play, until they are correctly attired.
- Smoking will not be permitted at any time during the school schedule (excluding on-course play) and / or around the clubhouse of Royal Johannesburg & Kensington GC or Huddle Park Golf & recreation at any time whatsoever. Smoking during TGSE Tournament play must be done while maintaining a reasonable distance away from the clubhouse, so as not to cause damage to the image of TGSE. Students who chose to smoke during Tournaments must dispose of their cigarettes in waste bins provided or in personal containers. Failure to do so will be considered failure to adhere to course etiquette
- Alcohol will not be permitted at any time during the schedule, or whilst representing TGSE, including after tournament play. Students are prohibited from consuming alcohol at Royal Johannesburg & Kensington GC or Huddle Park Golf & recreation at any time whatsoever.
- The use of illegal drugs is strictly forbidden at any time during a student's training at TGSE.
- During tournament play, students will follow the rules & regulations as laid out in the TGSE Tournament Policy, including the compulsory wearing of TGSE branded shirts. Cheating during tournament play will result in immediate suspension and possible expulsion from TGSE.
- Behaviour that has a negative effect on either the atmosphere of the school or on another student will not be tolerated.
- Gambling is strictly prohibited at TGSE.
- Students who are representing TGSE at external tournaments, events, functions, or work placements, are required to behave in a manner that mirrors their expected behaviour within the academy.

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## **STUDENT DISCIPLINE POLICY**

The Student Discipline Policy is set in place to ensure that all the students at TGSE are able to train in an environment conducive to elite performance. Some rules and regulations are for the benefit of the school environment as a whole, while others are in place to encourage a health conscious and disciplined lifestyle for each individual. The focus of the policy is preventative and corrective in nature, however the environment and atmosphere of the school for all its students will be the primary concern. A firm view will be taken when a student's conduct is contrary to the values of TGSE.

### **Misconduct**

The following behaviour will be regarded as misconduct and will not be tolerated at TGSE. This list should not be regarded as an exhaustive list and additional items may be added.

- Any breach of the Student Code of Conduct
- Continual late attendance
- Disruptive behaviour or negative influence
- Gambling
- Disrespectful behaviour towards staff or fellow student
- Any form of dishonest behaviour
- Excessive use of offensive language or profanity
- Unruly behaviour during tournament play (including breach of etiquette)
- Smoking during TGSE schedule as stipulated under General Rules.
- Quitting during tournament play
- Consuming or being under the influence of alcohol during the TGSE timetable or additional times whilst representing TGSE.
- Non-attendance without prior consent of TGSE

### **Serious Misconduct**

The following items are regarded as severe misconduct and can lead to expulsion from TGSE. This list should not be regarded as an exhaustive list and additional items may be added.

- Use or possession, or being under the influence of illegal drugs or banned substances.
- Cheating
- Violent conduct
- Threatening behaviour or intimidation
- Insubordination
- Sexual harassment

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- Theft
- Vandalism / damage to property or facilities used by TGSE
- Victimisation or bullying
- Slander or defamation of character (including publication on social networks such as Facebook, Twitter etc)
- Bringing the school name or brand into disrepute through external representation (ie. Tournaments, functions, work placement etc)

### Disciplinary Procedure

The following disciplinary sanctions are available to the TGSE Disciplinary Committee to correct the behaviour of students who are found guilty of misconduct:

- **Physical Exercise**  
The sanction of physical exercise may be applied in cases of minor transgressions such as late attendance.
- **Verbal Warning**  
Verbal warnings will be applied in the case of misconduct or when minor transgressions are repeated.
- **Written Warning**  
A written warning will be applied in situations where minor transgressions are still repeated following a verbal warning. The student will be given the opportunity to state his/her version of events. Based on this information and other available information the TGSE Disciplinary Committee can issue a warning. A copy of the warning will be given to the student, another copy will be sent to the parent/guardian and the original copy will be placed on the student's file. This warning will be effective for 6 (SIX) months.
- **Final Written Warning**  
A final written warning will be applied in cases of serious misconduct or after a written warning has already been issued for transgressions of the same nature. The same procedure will be followed as in the case of the written warning. A final written warning will also be effective for 6 (SIX) months.
- **Expulsion**  
Expulsion will be the last resort open to the TGSE Disciplinary Committee and will only be applied in cases where the behaviour of the student cannot be corrected.
- **Other sanctions**

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The TGSE Disciplinary Committee reserves the right to use other sanctions at their disposal to facilitate the corrective policy, include but not exclusively, manual work on the golf course, suspension from tournaments, and suspension from other school activities.

### Disciplinary Hearings

In cases of serious misconduct a disciplinary hearing will be scheduled to deal with the matter.

- The student will be given the opportunity to state his / her case.
- The student may call witnesses to substantiate his / her case.
- Legal representation will not be allowed in a disciplinary hearing.
- An independent mediator will chair the hearing and decide on the outcome of the hearing and any sanctions applicable.

Signed at \_\_\_\_\_ (Place) on this \_\_\_\_\_ (day) of \_\_\_\_\_ (Month) 2015

Student (Full Name & ID number)	Signature
Payer (Full Name & ID number)	Signature

Witnesses: \_\_\_\_\_

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