



**C R O N D O N P A R K**  
G O L F C L U B

**MEN'S SECTION COMPETITIONS POLICY** (2025 v4)

**1. Ownership and Administration**

- 1.1. The contents of this Policy are supplemental to any provisions of the Constitution.
- 1.2. Defined Terms are as set out in Appendix 2 to this Policy or the Constitution.
- 1.3. These regulations and procedures are owned and by the Club Committee.
- 1.4. The Club Committee Members and Starter will:
  - 1.4.1 Monitor compliance with the provisions of this policy, working closely with the Club Handicap Secretary as, and where, necessary.
  - 1.4.2 Report any breaches of Policy to the Club Committee who are responsible for determining the level of penalties and sanctions to be applied where a breach of Competition Policy arises, in accordance with the provisions of the Club's Disciplinary and Grievance Procedures Policy.
- 1.5 The Starter has discretion to temporarily alter an individual Competition's terms and conditions – but only as necessary for operational reasons arising at or around the time of the Competition.
- 1.6 Any changes to this Policy, or permanent changes to the detailed Competition terms and conditions set out in the Competition Bible require the approval of the Club Committee.

**2 Scope of the Regulations**

- 2.1 This policy applies to all Competitions organised and administered for the Men's Section.
- 2.2 All Competitors in Competitions organised for the Men's Section are bound by the terms of this Policy and the applicable elements of the Tee Booking Terms and Conditions published in the Club library on the IG Website [Information/Club Information/Club Library/Tee Booking Terms and Conditions].
- 2.3 For the avoidance of doubt, this Policy does not apply to Competitions organised by the Seniors and Juniors Sections.
- 2.4 Detailed Competition terms and conditions and eligibility criteria are set out in the Competition Bible, a summary of which will be published in IG at the time a Competition is opened for entry.

### 3 General Provisions

- 3.1 All Competitions will be played in accordance with the latest version of the R&A's Rules of Golf along with such Local Rules as have been properly approved and are in force at Crondon Park Golf Club, together with any specific provisions set out in this Policy.
- 3.2 Any Competitor, who fails to comply with the terms of this Policy, may be subject to sanctions in accordance with the Club's Disciplinary & Grievance Procedures Policy.
- 3.3 Except where specifically provided for by the Competition terms and conditions, only Members of Crondon Park Golf Club are eligible to participate in a Competition.
- 3.4 Any published Competition Entry Fee and any applicable green fee (or Membership Point equivalent) must have been paid prior to the playing in a Competition.
- 3.5 A Competitor must have a valid WHS Lifetime Membership Number (previously known as a CDH ID) and an approved WHS Handicap Index.
- 3.6 Playing Handicap Allowances entered into IG will be set at the standard levels recommended by the R&A from time to time with no maximum restrictions except where formally approved otherwise by the Club Committee and noted accordingly in the Competition Bible.
- 3.7 In the case of those Competitions designated and eligible to operate with 2 Divisions (as referenced in the Competition Bible), Competitors with a Playing Handicap of 15 and below will form part of Division 1 and those with a Playing Handicap of 16 and above will form part of Division 2.
- 3.8 In the case of those Competitions designated to be played over two or more days in a calendar week, Members may only enter on one of the days.
- 3.9 Distant Measuring Equipment and Mobile Phones – the following rules apply:
  - 3.9.1 Use of the following devices is permitted:
    - Stand-alone devices such as Laser Rangefinders, GPS Watches and Handheld GPS units.
    - Multifunctional devices such as Mobile Phones, Tablets and Golf Trolleys.
  - 3.9.2 The above devices may only be used to access distances between two points (but not elevation, wind speed and temperature), scorecard information/recording or provide lightning information.
  - 3.9.3 Mobile Phones, pagers and similar devices must not be used on the course by players or caddies whilst their round is in progress except in the following circumstances:
    - To access
      - ◇ The R & A Rules of Golf App.
      - ◇ Information relating to the local rules
      - ◇ The terms of a Competition.
      - ◇ This Policy.
    - To record scores.
    - For use as a distance measuring device.

- To contact the Pro Shop or a Referee.
- In the event of an emergency.

## 4 Competition Entry Procedures

- 4.1 Except in the case of Invitation Competitions, Members must register their application to enter Set Tee Time Competitions and Knockout Competitions via IG prior to the published Closing Date.
- 4.2 The Club Committee Members and Starter have sole discretion to permit, or refuse, requests to enter a Competition received after the Closing Date.
- 4.3 Members should note that, unless exceptionally determined otherwise, the Entry Fee for Set Tee Time Competitions and Knockout Competitions will be taken at the time of registering to enter the Competition and, in the case of other Competitions, any fee will be taken on the day upon sign-in.
- 4.4 Competitors shall choose their own playing partners for pairs Competitions.
- 4.5 Any Competitor, who has registered to enter a Set Tee Time Competition but later finds they are unable to play, should formally withdraw via IG before the Closing Date. Where the Closing Date has already passed the Competitor:
  - a. Must advise a Club Committee Member or, if on the day of the Competition, the Starter (via the Pro Shop if necessary) no later than 1 hour prior to their drawn tee time with the reason for their non-attendance; and
  - b. May still be subject to sanctions in accordance with the Tee Booking Terms and Conditions if less than 72 hours' notice has been provided.
- 4.6 Unadvised withdrawals or withdrawal on the day of a Competition (except in the case of an emergency) will be advised to the Club Committee, which will consider whether any sanction or escalation is warranted in accordance with the Club's Disciplinary and Grievance Procedures Policy and/or the published Tee Booking Terms and Conditions.
- 4.7 Except in the case of Set Tee Time, Shotgun and Invitation Competitions Members must register with the Pro-Shop in accordance with the Tee Booking Terms and Conditions as published on IG.
- 4.8 Members must register with the starter and / or sign-in via IG (as publicised in the case of each Competition) on the day of a Set Tee Time, Shotgun or Invitation Competition and at least 30 minutes before their scheduled tee time
- 4.9 Competition Entry Fees will not be refunded in the case of Shotgun Starts where a Member withdraws after the Closing date other than in exceptional circumstances at the discretion of the Golf Professional's Team. Competition Entry Fees will also not be refunded where a Competitor (a) fails to formally advise non-attendance at least one hour prior to their drawn tee-time (b) has to withdraw from the Competition after having started their round (c) is disqualified for whatever reason. Competition Entry Fee refunds may be considered, at the discretion of the Golf Professional's Team, where a Competitor fails to withdraw prior to the Closing Date, but formally advises non-attendance at least one hour prior to their drawn tee-time. Tee-Time Fees /

Membership Points deductions are entirely the responsibility of the Golf Professional Team in accordance with The Tee Booking Terms and Conditions published on IG.

#### 4.10 Course closures and suspension of play provisions:

4.10.1 A Set Tee Time Competition will be deemed to be validly held unless the course is officially closed/play is suspended for (a) the whole day (b) part of a day whilst any Competitors are still scheduled to start, or are still playing in, the Competition and the course remains closed/play is suspended for more than 120 minutes (c) less than 120 minutes, but it is determined by the Pro Shop or the Starter that the Set Tee Time Competition cannot be resumed that day e.g. due to lack of tee time availability or other logistical and practical reasons.

4.10.2 In the event of any official course closure/suspension of play on a particular day, Flexible Tee Time Competitions will be deemed to be validly held if more than 12 players hand in completed scorecards.

4.10.3 No Competition Entry Fee will be refunded if a Competition is deemed to have been validly held. A Competition Entry Fee will be refunded as soon as practically possible in the event that a Competition is officially cancelled or postponed.

4.10.4 Competition scorecards properly submitted in accordance with the Club's Handicap and Scorecard Policy on a Qualifying course and in a Qualifying event will still be recorded for WHS purposes even if the Competition is officially cancelled.

## 5 Competition Proceedings

5.1 A Competitor's Handicap Index will be the figure calculated by WHS and in force on the day of the Competition i.e. following any overnight revisions.

5.2 A Competitor's Playing Handicap will be the figure calculated and published via the IG system or, in the event of an IG system (a) malfunction (b) manifest input error or (c) constraint in relation to calculation for the chosen Competition format, as manually determined for that Competition by the Club Handicap Secretary based as closely as possible on the standard methodology published by England Golf.

5.3 Competitors will play a Competition from the tees designated in each Competition's terms and conditions or as otherwise stipulated on the day by the Starter or the Pro Shop.

5.4 Competitors will play Set Tee Time Competitions at the appointed tee times and in the playing-groups published in the Draw Sheet, unless agreed or directed otherwise by the Starter.

5.5 For Set Tee Time Competitions, a Competitor who fails to sign-in via IG at least 30 minutes before the last group has teed-off and who has not previously informed and agreed a rearranged Tee Time with either the Starter will usually be automatically disqualified.

- 5.6 A Competitor who has validly signed in to play in a Set Tee Time Competition but fails to be at the appointed tee ready to tee-off at the scheduled time shall incur a 2-stroke penalty on the first hole or, if more than 5 minutes late, will be disqualified.
- 5.7 Subject to any overriding conditions imposed by the Proprietor/the Pro Shop and adherence to the general principle of Competition playing groups being randomly drawn, Competitors are permitted to use a golf buggy in Competitions with the following exceptions (where only Competitors who (a) are defined as disabled according to the Equality Act 2010 or (b) requests supported by a Medical Certificate will be considered by the Club Committee on a case by case and Competition by Competition basis):
- Scratch Club Championship.
  - 36-hole events (unless all Competitors in a Knockout Competition match agree otherwise).
- 5.8 Caddies are not permitted. Separate provisions apply in the case of Knockout Competitions.
- 5.9 A Competitor failing to complete their round (other than for manifest serious illness or injury) will be disqualified. Separate provisions apply in the case of Knockout Competitions.
- 5.10 Except in the case of Knockout Competitions, all Competitor scorecards must be completed, attested and submitted in accordance with the Club's Handicap and Scorecard Policy. In addition, unless directed otherwise by the Club Handicap Secretary or Starter, a Competitor must enter their score in IG.
- 5.11 In the event of a tie conventional countback principles will apply as calculated and determined by IG. Separate provisions apply for Knockout Competitions.
- 5.12 The nature and value of any Competition prizes awarded are determined at the discretion of the Golf Professional's Team taking into account the advice and input of the Club Committee.

## 6 Juniors

- 6.1 Juniors are eligible to participate in Competitions subject to:
- 6.1.1 Prior written parental consent having been lodged with the Pro Shop;
  - 6.1.2 No objection from the Junior Coordinator or their acting alternate;
  - 6.1.3 In the case of Singles Knockout Competitions, being aged 16 or over;
  - 6.1.4 Meeting the gender criteria stipulated in the Competition Bible;
  - 6.1.5 The provisions of this Policy; and
  - 6.1.6 Any other published conditions in force from time to time.

## 7 Specific Provisions for Knockout Competitions

- 7.1 Competitors must be willing to play at weekends if no other day can be agreed.
- 7.2 There will be no seeding.
- 7.3 The Competitor in each match whose name/s appears first (higher) on the Draw Sheet will be the "Challenger".
- 7.4 Challengers should make their challenge within 8 days from the Start Date of each round. The Challenger/s must offer, three separate dates and times, two of which must be on separate weekends. If no date and time is suitable, the challenged Competitor must offer 3 alternative dates and times, two of which must be on separate weekends. If no alternative dates and times are suitable, then both Competitors will be excluded from the next round.
- 7.5 If the challenge is not made within the 8 day period the [un]challenged Competitor will have the option of taking on the role of Challenger and if they take up that option they will be in the same position as if they had been the original Challenger except that if no date and time can be agreed for the tie to be played, they (the original [un]challenged Competitor/Team) will proceed to the next round.
- 7.6 If a match date and tee time is agreed and arranged, and one of the Competitors subsequently requests that it be rescheduled (or postponed), their opponent is entitled to refuse the request and claim the match. If the opponent does agree to reschedule the match, it must still be played before the deadline for that round. If for whatever reason, a rescheduled (or postponed) tie is then not played, the Competitor/Team which requested the original postponement must forfeit the match unless an extension approval is granted by the Club Committee in accordance with the provisions of this policy.
- 7.7 Notwithstanding the default position set out in this section above, in the event that a match cannot be arranged by the deadline for a round of matches to be completed, a Competitor may request an extension from the Club Committee. Exceptionally, the Club Committee may approve such a request provided that the opponent in the match also agrees to the extension and revised date on which the match will be played.
- 7.8 A Competitor in a pairs match may be substituted for another Competitor after the draw but not after the team has played its first match in the Competition. The substitute must not have been in the original draw for the Competition and must meet the Competition eligibility criteria.
- 7.9 Once a substitution in a pairs match has taken place, the original Competitor substituted, may not take any further part in the Competition.
- 7.10 Strokes received will be based on the Competitor with the lowest Handicap Index whether present or not.
- 7.11 In a singles match if a Competitor fails to arrive by the appointed tee time for a match, they will lose the first hole and, if they arrive more than 15 minutes after the appointed tee time, they will forfeit the match - unless both players agree otherwise.

- 7.12 In a pairs match, if one Competitor in a Team is not present at the appointed tee time, the match will start without that Competitor. Should the absent Competitor arrive after the start of the match, the Competitor may join the match at the playing of the next hole. If both Competitors in a Team miss the appointed tee time, the Team will lose the first hole and, if they both arrive more than 15 minutes after the appointed tee time, they will forfeit the match - unless all Competitors involved in that Match agree otherwise.
- 7.13 The toss of a coin will decide the honour on the 1st tee.
- 7.14 Caddies may only be used in the final round.
- 7.15 The Club Committee may elect to appoint a Referee for each final match.
- 7.16 A Competitor who is unable to complete a Match Play event (for whatever reason) will forfeit the match unless all Competitors involved in that match agree otherwise.
- 7.17 In the event of a match being all-square after 18 holes (or 36 holes as the case may be), extra holes will be played starting at the first hole, under the same handicap allowances as applied at the start of the match, until a hole is won.
- 7.18 In the event that a match cannot be completed due to:
- 7.18.1 An official course closure/suspension of play which remains in force for more than 60 minutes - the match will be deemed validly completed based on the score at the time of closure if 9 or more holes have been played. Where less than 9 holes have been completed and the course remains closed for more than 120 minutes, the match will be abandoned and a new match arranged.
  - 7.18.2 Poor Visibility – which persists for more than 60 minutes after the completion of a hole on which a player validly and in good faith declares such. In the case of such an event the match will be deemed validly completed where 9 or more holes have been completed. Where less than 9 holes have been completed, the match will be abandoned and a new match arranged.
- 7.19 Winners of each match will be responsible for entering the winners name(s) in IG.

## 8 Appeals

- 8.1 Competitors may appeal against disqualification by lodging an appeal in writing to the Club Vice-Captain (within 7 days of results being posted,) giving reasons why they believe the ruling should be changed.
- 8.2 Any appeals against decisions made by a Competition Referee in respect of the interpretation of the Rules of Golf or any other disputes arising in respect of compliance with this Competition Policy must be referred to the Club Committee for resolution.
- 8.3 An appeal against a decision made by The Vice-Captain or other individual Committee Member must be made immediately, in writing, to the Club Captain for consideration by the Club Committee at their earliest convenience.
- 8.4 All decisions made by the Club Committee are final subject to any overriding provisions contained in other Club Policies or the Constitution.

## Appendix 1 - Competition Administration and Operating procedures

*This Appendix 1 is for information and guidance only. The procedures set out below will be implemented by the relevant officers of the Club Committee and/or Gold Professional's Team on a 'best efforts' basis.*

- Once diaries and dates have been agreed by the Club Committee and Section Committees, the Golf Professional Team will arrange for all Competitions out to the end of December in the following calendar year to be provisionally uploaded into IG by mid-January.
- Details set out in the Competition Bible will be used to populate the Competition fields in IG.
- Once the Competitions have been uploaded in IG the Vice-Captain will arrange for an independent party to review the details uploaded for each Competition by no later than 1 week before the Opening Date for that Competition.
- The Opening Date for Set Tee Time Competitions and Knockout Competitions will be set no earlier than 4 weeks, and no later than 2, weeks before the Competition Date.
- The Closing Date for Set Tee Time Competitions will be set no earlier than 5 days and no later than 3 days (i.e. 72 hours) before the Competition Date.
- In the case of Knockout Competitions:
  - The Closing Date will be set up to 1 week before the notional intended Start Date for the 1<sup>st</sup> round of matches.
  - The actual Start Date for the 1<sup>st</sup> round of matches will be the date on which the Draw Sheet is published.
  - The deadline for each round of matches to be completed will be set in the system and published at the outset.
- Playing groups, allocated tee-times and starting tees will be randomly drawn subject to any pre-set booking time zones stipulated in IG. The Club Committee or Starter has discretion to override this principle in some limited circumstances e.g. to accommodate medical, administrative or logistical imperatives – which may include a known request to share a buggy.
- The “Results Preview” function in IG will not be activated for any single round Competition which is played over 2 separate days / alternate days.
- The Starter will advise the Vice-Captain of any Competitor in a Set Tee Time Competition who fails to formally advise non-attendance at least one hour prior to their drawn tee-time.
- The Starter or Men’s Section Handicap Secretary will monitor and where necessary review any Disqualifications (and reason), ‘No Returns’ or other breach of this Policy or the Handicap and Scorecard Policy, advising the Club Vice-Captain or others as appropriate in accordance with the Disciplinary and Grievance Procedures Policy.
- Results and scorecards will be scrutinised by the Men’s Section Handicap Secretary as soon as possible after a Competition has been played and, once finalised, release the results on IG.

## **Appendix 2 - Definitions**

*Terms denoted in the singular have a comparable meaning when used in the plural and vice-versa*

**Closing Date** - 23.55 on the last day for accepting registration to enter a Competition.

**Competition** - any tournament listed in the Competition Bible which is organised for the Men's Section. For the purpose of this Policy Competition categories are further sub-defined as follows:

**Set Tee Time Competition** - a Competition with an allocated tee time (including a Shotgun Competition)

**Flexible Tee Time Competition** - a Competition, which is not a Knockout Competition, in which Competitors choose their own tee times.

**Shotgun Competition** – a Set Tee Time Competition in which all the Competitors start their rounds at approximately the same time from different allocated tees.

**Knockout Competition** - an elimination tournament divided into successive rounds where the winner of each match in a round progresses to the next round.

**Invitation Competition** – a Competition where Competitors are eligible to play by specific invitation only.

**Competition Bible** - the central reference document setting out the terms and conditions for Competitions organised and run for the Men's Section and published on the Crondon Members Website.

**Competitor** - an individual who registers and / or signs-in on IG to play in a Competition.

**Draw Sheet** - the published notice of Competitors in a Drawn Competition.

**Entry Fee** - the charge levied on a Competitor to play in a Competition, as determined from time to time by the Golf Professional's team (working in conjunction with the Club Committee) and set out in the Competition notice published in IG.

**Opening Date** - the first date on which Competitors may register in IG to enter a Competition.

**Poor Visibility** – where fog, mist or loss of daylight is such that the players are unable to see the landing area for their shots. In the event that the Competitors do not agree they should seek an independent opinion from any other Member nearby on the Course or call the Pro Shop for a ruling.

**Pro Shop** - the facility referenced on the Crondon Park Golf Club Website.

**Referee** - an individual officially appointed by the Competition organisers to oversee, and if called upon to do so, adjudicate in a Competition.

**Start Date** - the date in a Knockout Competition which:

- For the 1<sup>st</sup> round of matches is the date on which the Draw Sheet is published; and
- For subsequent rounds of matches is the day after the published deadline for the previous round of matches to be completed.

**Starter** – Any member of the Golf Professional’s Team or any other individual officially administering and overseeing competition proceedings on behalf of the Club Committee on the day of a Competition.