



## National Unit Specification: general information

**UNIT** Golf: Club Procedures, Etiquette and Rules (SCQF level 5)

**CODE** D0PT 11

### SUMMARY

This Unit is designed to promote an understanding of the running of a golf club and how golf rules and etiquette affect the working practices of the greenkeeper.

It is aimed at those following a career in golf greenkeeping, at the apprentice greenkeeper level.

### OUTCOMES

- 1 Describe the management structure of golf clubs.
- 2 Interpret how golf etiquette and the basic rules of golf affect the work carried out on a golf course.

### RECOMMENDED ENTRY

Entry is at the discretion of the centre.

### CREDIT VALUE

0.5 credit at SCQF level 5 (3 SCQF credit points at SCQF level 5\*).

*\*SCQF credit points are used to allocate credit to qualifications in the Scottish Credit and Qualifications Framework (SCQF). Each qualification in the Framework is allocated a number of SCQF credit points at an SCQF level. There are 12 SCQF levels, ranging from Access 1 to Doctorates.*

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### Administrative Information

**Superclass:** SF

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## **National Unit Specification: general information (cont)**

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### **CORE SKILLS**

Opportunities to develop aspects of Core Skills are highlighted in the Support Notes of this Unit Specification.

There is no automatic certification of Core Skills or Core Skill component in this Unit

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## **National Unit Specification: statement of standards**

### **UNIT        Golf: Club Procedures, Etiquette and Rules (SCQF level 5)**

Acceptable performance in this Unit will be the satisfactory achievement of the standards set out in this part of the Unit Specification. All sections of the statement of standards are mandatory and cannot be altered without reference to SQA.

#### **OUTCOME 1**

Describe the management structure of golf clubs.

##### **Performance Criteria**

- (a) The description of the management structure of golf clubs is appropriate to the type of club.
- (b) The description of the composition and duties of golf club managements is correct.

#### **OUTCOME 2**

Interpret how golf etiquette and the basic rules of golf affect the work carried out on a golf course.

##### **Performance Criteria**

- (a) The identification of the basic golf rules which directly influences the work carried out on a golf course is correct.
- (b) The explanation of how basic golf rules affect the work carried out on a golf course is complete and accurate.
- (c) The identification of the working methods and practices of a greenkeeper which affects golfing etiquette is correct.
- (d) The explanation of how the working methods and practices of a greenkeeper to conform to good golfing etiquette is complete and accurate.

## **National Unit Specification: statement of standards (cont)**

**UNIT**      Golf: Club Procedures, Etiquette and Rules (SCQF level 5)

### **EVIDENCE REQUIREMENTS FOR THIS UNIT**

Evidence is required to demonstrate that candidates have achieved all Outcomes and Performance Criteria.

**All relevant operational procedures undertaken in this Unit must adhere to current legislation, regulations, codes of practice and manufacturers' recommendations where appropriate.**

#### **Outcome 1 — Written and/or recorded oral evidence**

The candidate must describe the management structure of golf clubs including:

- ◆ Committee run, private golf clubs
- ◆ Local authority golf clubs
- ◆ Golf clubs owned by private companies

#### **Outcome 2 — Written and/or recorded oral evidence**

The candidate must interpret how golf etiquette and the basic rules of golf affect the work carried out on a golf course by:

- ◆ identifying two basic golf rules
- ◆ explaining how the two basic golf rules, identified above, affect the work carried out on a golf course
- ◆ Identifying three working methods and practices of a greenkeeper affected by good golfing etiquette
- ◆ explaining how working the three working practices, identified above, are affected to conform with good golfing etiquette

Satisfactory achievement of the Outcomes will be based on all the Performance Criteria being met.

Centres must be satisfied that the evidence submitted is the work of individual candidates.

## **National Unit Specification: support notes**

### **UNIT          Golf: Club Procedures, Etiquette and Rules (SCQF level 5)**

This part of the Unit Specification is offered as guidance. The support notes are not mandatory.

While the exact time allocated to this Unit is at the discretion of the centre, the notional design length is 20 hours.

#### **GUIDANCE ON THE CONTENT AND CONTEXT FOR THIS UNIT**

This is a mandatory Unit within the National Certificate in Greenkeeping at SCQF level 5, but may also be taken as a free-standing Unit.

Safety regulations and safe working practices and procedures should be adhered to at all times.

This Unit is aligned to the following Lantra, Sector Skills Council's National Occupational Standard (NOS) Units:

- ◆ (CU5)      Develop personal performance and maintain working relationships
- ◆ (L6)        Present, maintain and repair sportsturf surfaces for play
- ◆ (CU2)      Monitor and Maintain Health and Safety

#### **Corresponding to Outcomes 1 and 2:**

It is recommended that:

Reference should be made to the management structure of the following golf clubs:

- ◆ Committee run, private clubs
- ◆ Local authority golf clubs
- ◆ Clubs carried by private companies

Where a committee structure exists the duties performed by the committee and by committee members should be explained.

Reference should be made to the following rules of golf:

- ◆ Out of bounds
- ◆ Ground under repair
- ◆ All types of water hazards
- ◆ Holes made by burrowing animals

For these rules knowledge of the relevant markings to distinguish them is important.

## National Unit Specification: support notes (cont)

### UNIT Golf: Club Procedures, Etiquette and Rules (SCQF level 5)

The candidate must be aware of the interrelationship between the working methods and practices of a greenkeeper and good golfing etiquette, examples of this should include:

- ◆ Standing quiet when someone is playing a shot
- ◆ Stopping a machine as appropriate
- ◆ Removal of the flag when changing the hole, mowing the green, or any other maintenance task and how this affects approaching golfers
- ◆ Being aware of different golf games played and how they might affect working practices

### GUIDANCE ON LEARNING AND TEACHING APPROACHES FOR THIS UNIT

Visiting speakers, ie Club Secretary, Captain, Greens Convener and local authority representatives. Role play. It is worth emphasising the importance that a greenkeeper playing golf has on their appreciation of the club procedures, etiquette and rules. Use of the golf rules book.

### OPPORTUNITIES FOR CORE SKILL DEVELOPMENT

In the Unit, there are opportunities for candidates to develop aspects of the Core Skill Unit:

- ◆ *Communication* (SCQF level 4).

### GUIDANCE ON APPROACHES TO ASSESSMENT FOR THIS UNIT

For Outcome 1 the candidate could be presented with restricted response questions to test the knowledge required to describe the management structure of golf clubs. The exercise could consist of six restricted response questions, three for each Performance Criterion which could be allocated as follows:

- ◆ Committee run, private golf clubs
- ◆ Local authority golf clubs
- ◆ Golf clubs owned by private companies

Achievement of the Outcome could be demonstrated by the candidate producing two out of three correct responses for each Performance Criteria.

For Outcome 2 the candidate could be presented with restricted response questions to test the knowledge required to interpret how golf etiquette and the basic rules of golf affect the work carried out on a golf course. The exercise could consist of four restricted response questions, one for each PC.

Achievement of this Outcome could be demonstrated by the candidate producing four correct responses.

Time should be allowed for any necessary re-assessment.

## **National Unit Specification: support notes (cont)**

### **UNIT      Golf: Club Procedures, Etiquette and Rules (SCQF level 5)**

#### **Opportunities for the use of e-assessment**

E-assessment may be appropriate for some assessments in this Unit. By e-assessment we mean assessment which is supported by Information and Communication Technology (ICT), such as e-testing or the use of e-portfolios or e-checklists. Centres which wish to use e-assessment must ensure that the national standard is applied to all candidate evidence and that conditions of assessment as specified in the Evidence Requirements are met, regardless of the mode of gathering evidence. Further advice is available in *SQA Guidelines on Online Assessment for Further Education (AA1641, March 2003)*, *SQA Guidelines on e-assessment for Schools (BD2625, June 2005)*.

#### **DISABLED CANDIDATES AND/OR THOSE WITH ADDITIONAL SUPPORT NEEDS**

The additional support needs of individual candidates should be taken into account when planning learning experiences, selecting assessment instruments, or considering whether any reasonable adjustments may be required. Further advice can be found on our website [www.sqa.org.uk/assessmentarrangements](http://www.sqa.org.uk/assessmentarrangements)