



Grievance Procedure

Preliminary Step

You must first address your grievance with your immediate child's coach. This may be done orally in informal discussion. If your informal attempts to resolve the matter are not successful, you may implement the formal grievance process.

Step 1

You must first submit your grievance in writing to your immediate child's coach. Grievances must be submitted within 10 calendar days following the date you first knew or should have known of the grievance. If you do not submit the grievance within the 10 day period, you waive your right to assert it.

Your immediate child's coach will respond in writing within ten (10) days following receipt of your grievance. All grievances and replies in Step 1 must be in writing. If the grievance is not settled in Step 1, then you may proceed to Step 2.

Step 2

Within ten (10) days following your receipt of the written answer to your Step 1 grievance from your immediate child's coach, you may appeal the disposition of your grievance by your immediate child's coach to the Head Coach. The Head Coach will then undertake an investigation of your grievance and the underlying facts. Within 15 business days following receipt of your grievance the Head Coach will meet with you in person to discuss your grievance. The Head Coach will then provide a written response to your grievance within 15 business days following the date of your meeting.

The decision of the Head Coach shall be in writing and the decision is final and binding.

If the grievance is with the Head Coach you may contact the Board President and they will respond in writing within ten (10) days following receipt of your grievance.