

Prince George Ringette Association Grievance Policy

(adopted March 2, 2006):

STEP 1:

If a conflict arises on a Ringette team, the conflict should be attempted to be resolved firstly through the involvement of the teams Head Coach. If the Head Coach is unable to resolve the conflict in a timely, agreeable manner, then the conflict should be brought to the attention of the Coaching Director by the Head Coach.

STEP 2 (if required):

The Coaching Director will attempt to resolve the conflict by meeting with the involved parties and coming to a resolution. If this is not successful, the complainants shall put the conflict particulars in writing and forward to the coaching Director who will bring the grievance to the attention of the Grievance Committee.

If the complaint or grievance is directed towards the Head Coach and the complainant is not comfortable with dealing directly with the head coach, the complainant will forward the grievance in writing directly to the Coaching Director who will then follow the steps outlined in the above paragraph.

STEP 3 (if required):

The Grievance Committee will then assess the complaint, interview appropriate parties, and prepare, in writing, a binding resolution. The Vice President will review the resolution with affected parties. A file containing all documents will be forwarded to the Association President.

Grievance Committee Structure:

The grievance Committee will consist of the following association membership:

- Vice President
- Coaching Director
- Parent Member (Bunny/Novice Division)
- Parent Member (Petite/Tween Division)
- Parent Member (Junior/Belle Division)

Parent Members will be selected for the following season at the Annual General Meeting through the same nomination/voting process as Board member selection.

Documentation:

All documentation generated through the Grievance process shall be forwarded to the Vice President for filing.