

CLUB MOUNTAINEER GRIEVANCE PROCEDURE

The CM Grievance Procedure provides swimmers, parents, coaches and volunteers a system to address and report grievances in a productive systematic way. Following the procedure allows appropriate parties a means to investigate, intervene and take disciplinary action as needed.

WHERE TO REPORT:

For issues dealing with sexual misconduct, sexual harassment and/or sexually explicit or inappropriate communication through social media, please contact:

*US Center for SafeSport at 833-5US-SAFE (587-7233) or

<https://safesport.i-sight.com/portal>

For issues dealing with physical abuse, emotional abuse, criminal charges and the use/sale/distribution of illegal drugs, please contact:

*USA Swimming Safe Sport at safesport@usaswimming.org OR

<https://fs22.formsite.com/usaswimming/form10/index.html>

For issues dealing with known or suspected child abuse, please contact:

*The WV State Police at 304-293-6400 OR the WV Department of Health and Human Resources at 1-800-352-6513.

For issues dealing with peer-to-peer bullying, coach-athlete bullying, parent issues, violations of the CM Code of Conduct and violations for the MAAPP, please contact:

*Coach Josh Madzy, CM Safe Sport Coordinator, at 724-212-6526.

WHOM TO NOTIFY OF A GRIEVANCE:

Regarding the Conduct of a Swimmer - contact the swimmer's coach.

*Should a parent or swimmer feel another swimmer's conduct is inappropriate or violates the CM Code of Conduct, the parent/swimmer should discuss these concerns with the coach of the swimmer responsible for the violation. The complaint should be made in person OR in writing. Coaches will ensure the CM Head Coach is notified of the complaint and will participate in assessing the behavior.

Regarding the Conduct of an Assistant Coach - contact the Head Coach.

*Should a parent or swimmer feel an Assistant Coach's conduct is inappropriate or in violation of any CM policies or procedures, the parent/swimmer should notify the Head Coach of this violation. The complaint should be made in person or in writing.

Regarding the Conduct of the Head Coach - contact Coach Josh Madzy.

*Should a parent or swimmer feel the Head Coach's conduct is inappropriate or violates any CM policies or procedures, the parent/swimmer should notify Coach Josh Madzy of the violation. The complaint should be made in person or in writing.

Regarding the Conduct of a Parent or Official - contact the Head Coach.

*Should a parent or swimmer feel another CM parent's or official's conduct is inappropriate or violates any CM policies or procedures, the parent/swimmer should notify the Head Coach. The complaint should be made in person or in writing.

Note: With the exception of issues that affect immediate health and/or safety of swimmers, all matters should be discussed before or after a coaching session.

HOW GRIEVANCES WILL BE HANDLED:

The Head Coach has the authority to impose penalties for infractions of the CM Athlete, Parent and Coach Codes of Conduct or any behaviors they deem not conducive to the best interests of the Club or swimmers. Consequences are at the sole discretion of the coaches and may include, but are not limited to, verbal warnings, dismissal from practices, contacting parents, suspension for the club, expulsion from the club. Involved parties will be informed of the process and range of potential consequences. The US Center for SafeSport, USA Swimming and local law enforcement (if applicable) will be contacted within 24 hours, if a coach, swimmer or parent violates the SafeSport Code for the US Olympic and Paralympic Movements, the USA Swimming Code of Conduct, Athlete Protection Policy, or local laws.

1 - Gathering Info: The appropriate individuals will contact the person who filed the grievance, and the person against whom the grievance is being filed, to ask questions about what happened. In addition, other witnesses may be contacted for more info. All info will be recorded.

2 - Assessing Behavior: The behavior of the person against which the grievance was brought, will be assessed using club policies and facility rules, USA Swimming Code of Conduct, USA Swimming SafeSport policies, as well as applicable local and state laws.

3 - Consequences will be given and disciplinary action will be taken, if appropriate. These consequences and disciplinary actions will be decided using the following general guidelines: a). Nature of misconduct; b). Severity of misconduct; c). Prior disciplinary actions; d). Adverse effect of the misconduct; e). Application of the Code of Conduct.