

## Grievance Procedure

All participants in the WYLA program, including players, parents, coaches, spectators, and referees, are expected to behave according to the Wellington Youth Lacrosse Association's Code of Conduct (available on the WYLA website). Along the same lines, it is expected that any conflicts that arise between participants will be resolved by applying both the letter and the spirit of the Code of Conduct, keeping in mind that the adult members of the program are viewed by the younger members as leaders, role models, and problem solvers.

The Board of WYLA recognizes, however, that there may be rare instances when these conflicts cannot be satisfactorily resolved directly by the parties to the dispute or through the informal intervention of another program member. For those situations (and it is anticipated that they will very rarely occur), the Board has instituted a formal Grievance Procedure. All members should be aware that the Grievance Procedure **IS NOT** a substitute for direct conflict resolution between the parties; it is a secondary procedure to be employed only in the unlikely event that the parties cannot amicably and responsibly resolve their dispute through direct communication.

1. A grievance may be lodged by any member of the WYLA program for any suspected violation of the WYLA Code of Conduct or for any suspected violation of local, state or federal law.
2. A valid grievance must be in writing, using the Wellington Youth Lacrosse Association's Grievance Form (attached), and must explain the nature of the grievance, the circumstances surrounding the alleged violation, and the specific provision(s) of the Code of Conduct alleged to have been violated. The person

- filing the grievance must also identify all witnesses or other persons with knowledge of the alleged violation.
3. A valid grievance must be signed by a parent, coach or player and submitted to the appropriate program Vice President (i.e., Girls or Boys).
  4. No grievance will be accepted from any person who fails to file the written grievance within two weeks of the incident in question.
  5. No grievance will be accepted from any person who himself or herself has not complied with the Code of Conduct, including the rule requiring a 24-hour "cooling off" period prior to speaking to a coach or WYLA official about the incident in question, or has engaged in any threatening, abusive or harassing conduct, including verbal abuse.
  6. **No grievance will be accepted that seeks to challenge a coaching decision.** For purposes of this provision, a coaching decision includes, but is not limited to, travel team selection, playing time, position assignments, starting assignments and lacrosse strategy.
  7. Details of the grievance are not to be discussed with anyone other than the party(ies) directly involved with resolving the grievance.
  8. Upon receipt, the program Vice President will review the grievance and determine, in consultation with the WYLA Counsel, whether the grievance will be accepted or rejected. The person filing the grievance will be notified promptly whether the grievance has been accepted or rejected.
  9. If the grievance is accepted, the Vice President will thoroughly investigate the incident and attempt to resolve the grievance with the parties amicably.