

COMMONWEALTH SOCCER CLUB

GRIEVANCE POLICY

Adopted: 11/15/2012



Commonwealth Soccer Club is fully aware that in youth sports there may be events or circumstances of conflict that require resolution by leadership. To facilitate transparency and fairness among our membership and employees, the following Grievance Policy outlines the formal process to address issues of conflict:

- I. If the issue concerns the **team** (which includes parents) on which your child plays or concerns your child directly, you must:
 - a. Discuss the matter with the Coach.
 - b. If the discussion with the Coach and the subsequent action fails to address the issue, then speak to the Executive Director.
 - c. If you feel, after speaking with the Executive Director, that you need to talk to someone at the Board level, you may then contact the Chairman of the Board so the matter can be placed on the next Board meeting agenda.
- II. If the issue concerns a **coach** you must:
 - a. Talk to that Coach, if possible. If the circumstances do not make talking to the Coach a viable option, then talk with the Executive Director.
 - b. If you feel, after speaking with the Executive Director, that you need to talk to someone at the Board level, you may then contact the Chairman of the Board so the matter can be placed on the next Board meeting agenda
- III. If the matter concerns the **Executive Director** you must:
 - a. Talk to the Executive Director. If circumstances do not make talking to the Executive Director a viable option, then you may contact the Chairman of the Board.
- IV. Violation of Parent/Player Commitment
 - a. Any issues involving violations of the CSC Parent/Player Agreement shall be referred to the Executive Director and the Chairman for review. Sanctions will only come from a majority Board vote. Such sanctions may include, but are not limited to, a warning, suspension, probation, and/or dismissal from the Club. All decisions of the board are final.

The above process was created to ensure that the needs of Commonwealth Soccer Club families are met by the Club in an open, consistent, and objective manner. If you feel that any unusual circumstances hinder or are outside the scope of this process, please contact the Chairman of the Board of Directors.