

SEDRO-WOOLLEY YOUTH FOOTBALL & CHEER GRIEVANCE POLICY

All Head Coaches, Assistant Coaches, Players, Parents or Legal Guardians of Registered Players, and SWYF&C Sponsors will be considered "Associate Members" in the SWYF&C Organization.

All Associate Members must abide by the NCYF&C Handbook, NCYFL Code of Conduct, Head Coaches Job Descriptions, the SWYF&C Bylaws and this SWYF&C Grievance Policy.

If you feel any Associate Member of the SWYF&C is not following the SWYF&C or NCYFL Rules as outlined in the documents mentioned above, please take the following steps:

- 1) Please speak directly with your Head Coach no later than seventy-two (72) hours from the alleged incident.
- 2) If the issue is with your Head Coach, then please contact the SWYF&C Coaches Representative within seventy-two (72) hours from the alleged incident or concern.
- 3) If the issue is ongoing, and you have already contacted the Head Coach, then please contact the SWYF&C Board Members in writing via the contact@swyfl.org email address.

If the SWYF&C Board Members receive a written complaint, grievance or alleged violation of SWYF&C Bylaws, NCYFL Rules or Code of Conduct, the following procedure is hereby adopted:

- 1) Anyone who wishes to address the league regarding any alleged rule violation or breach of the Code of Conduct, must do so via email no later than seventy-two (72) hours from the alleged incident or has attempted to talk with the Head Coach or SWYF&C Coaches Representative.
- 2) The SWYF&C Board will convene and will be chaired by the SWYF&C President. If a SWYF&C Board Member has committed a violation, the SWYF&C board will convene without the Board Member in question.
- 3) All reported incidents will be logged and tracked by the SWYF&C Board for follow-up. The President may choose to assign an investigation to other active SWYF&C Board Members.
- 4) The SWYF&C Board will investigate the alleged allegations, hear testimonies by any means and review any evidence necessary to validate or discredit the accusations.
- 5) The SWYF&C Board will have a minimum of seventy-two (72) hours to respond to the allegations with a status update and will come to a decision in a timely manner as each situation requires.
- 6) The SWYF&C Board will make a final ruling per the following disciplinary steps:
 - a. First Violation – Written Warning
 - b. Second Violation – Automatic Minimum 1-week suspension
 - c. Third Violation – Automatic remaining season suspension
- 7) Once a decision has been made, the affected parties may ask for an appeal.
- 8) The SWYF&C Board has the right to deny an appeal. If an appeal is denied it will not be heard again by the SWYF&C.
- 9) In the event that the situation warrants swifter disciplinary actions, the SWYF&C Board may rule as

they see fit to elevate the level of discipline which includes, suspensions, terminations, and expulsion from the league.

10) All decisions made by the SWYF&C Board Members require a majority vote, and are final.