

RIDGEWOOD LACROSSE ASSOCIATION

GRIEVANCE POLICY

1. A grievance may be lodged by any person for any violation of the Ridgewood Lacrosse Association (RLA) / USA Lacrosse Code of Conduct, or for any violation of local, state or federal law. For a copy of the RLA / USA Lacrosse Code of Conduct, see www.ridgewoodlax.com.
2. No grievance will be accepted from any person who: (i) fails to observe the RLA's mandatory 24 hour cooling off period prior to speaking to a coach, RLA or league official about a grievance, (ii) is acting in violation of the RLA / USA Lacrosse Code of Conduct, (iii) has engaged in any threatening, abusive or harassing conduct, including verbal abuse, (iv) has failed to seek to bring the matter to the attention of the team coach, or appropriate Program Director (Girls or Boys) after the expiration of the mandatory cooling off period, (v) fails to file the written notice of protest within two weeks of the incident in question.
3. No grievance will be accepted that seeks to challenge coaching decisions. For this purpose a coaching decision includes, but is not limited to playing time, position assignments, starting assignments and lacrosse strategy. Playing time in games is directly influenced by the player's demonstrated commitment as outlined the applicable RLA program description (see www.ridgewoodlax.com).
4. A valid grievance must be in writing, explain the nature of the grievance, the circumstances and indicate the specific provision of the RLA / USA Lacrosse Code of Conduct that was violated using the RLA Notice of Protest form (attached). A person who files a grievance must identify all witnesses. The person accused will have an opportunity to respond to the allegations and should use the RLA Notice of Protest form to present their view of events. Witnesses may also be asked to complete the form.
5. A valid grievance must be signed by a parent, coach or player and submitted to the appropriate Program Director (Girls or Boys).
6. The applicable Program Director (Girls or Boys) will oversee the initial grievance review process. He or she will receive and review any grievance filed, notify the other party involved, provide the other party with an opportunity to respond to the allegations, contact any witness(es) for input, ensure the entire RLA Board of Trustees is promptly informed, communicate any update on the status of the grievance under review to the relevant parties (i.e. the entire RLA Board of Trustees, the person filing the notice of protest and the person alleged to have violated the RLA / USA Lacrosse Code of Conduct) and report to such parties any resolution or outcome of the investigation as determined in accordance with the provisions of this policy that follow. The expected time to review a grievance is 2-3 weeks, assuming all parties are prompt and forthcoming. In the event of concern for physical safety, a more expedient process will be necessitated, which may include, without limitation, a special meeting of the RLA Board of Trustees to address the matter.

7. If the applicable Program Director (Girls or Boys) is a party to the grievance, then the President will substitute for the Program Director.
8. The person filing the notice of protest will be notified regularly on progress of the investigation.
9. Details of the grievance are not to be discussed with anyone other than members of the RLA Board of Trustees and the party(ies) directly involved in resolving the grievance.
10. The applicable Program Director (Girls or Boys) and the RLA President, acting together, will attempt to resolve the grievance amicably, to the mutual satisfaction of all interested/affected parties and in the best interests of the RLA. All decisions of the applicable Program Director (Girls or Boys) and the RLA President are subject to the review and approval of the RLA Board of Trustees. The RLA Board of Trustees in its discretion may intervene to review and decide any matter. Any interested/affected party may request the matter be reviewed and decided by the RLA Board of Trustees.
11. Upon the request of any interested/affected party or the RLA Board of Trustees, or if the matter is not otherwise resolved, the applicable Program Director (Girls or Boys) and the RLA President will present the findings and their recommendation for resolving the matter to the RLA Board of Trustees.
12. The RLA Board of Trustees may accept the recommendation of the applicable Program Director (Girls or Boys) and/or the RLA President or may decide that it is in the best interests of the RLA to resolve the matter in any other manner.
13. Decisions of the Board of Trustees are final and will be communicated in writing to the party(ies).
14. Failure to conform to the RLA / USA Lacrosse Code of Conduct while attending, coaching, officiating, participating in or watching an RLA event (game, practice etc.) will be subject to disciplinary action, including but not limited to the following in any order or combination:
 - a. Verbal warning issued by an official, head coach, RLA official, or authorized league representative
 - b. Written warning
 - c. Game suspension or immediate ejection from game or other event
 - d. Suspension from multiple games or other events
 - e. Game forfeit determined by official, coach or RLA official
 - f. Season suspension or multiple season suspension issued by an RLA official or authorized league representative
 - g. Warning or suspension issued by an authorized representative of USA Lacrosse or any other league organization of which the RLA is a member and who's Code of Conduct governs the RLA
 - h. Expulsion from the RLA

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NOTICE OF PROTEST

1. Date of Incident: _____

2. Approximate Time of Incident: _____

3. Location of Incident: _____

4. Teams Present: _____

5. Person(s) Initiating Protest: _____

6. Phone # of Person Above: (home) _____ (cell) _____

7. E-mail Address of Person Above: _____

8. Person(s) Against Whom Protest is Initiated: _____

9. Description of Incident (include specific RLA / USA Lacrosse Code of Conduct violation):

10. Witness(es): _____

11. Were the Police Called?: No Yes If yes, explain:

12. Other Pertinent Information:

13. Signature(s) of Person(s) Filing the Protest:

_____ Date: _____
_____ Date: _____

NOTE: Submit the completed notice of protest form to the applicable RLA Program Director (Girls or Boys)