



New Milford Bulls Football and Cheerleading Rules & Ethics Grievance Procedure

Our goal is to provide a positive experience for all youth and adult members of our association. However, we realize that from time to time an issue may arise within our organization that requires attention. We have designed a "Grievance Policy" to provide a process in which an individual can present an issue for review. Grievances will be based on the conduct of members of the New Milford Bulls Football and Cheerleading Association during all league related activities. *The Board will not hear complaints about the New Milford Bulls Football and Cheer Bylaws or the Policies and Procedures. These concerns should be addressed and handled at official Board Meetings.*

In an effort to resolve grievances in a reasonable and effective manner, we request your cooperation in complying with the Grievance Policy. Any grievance should be presented on an individual basis; group (pack mentality) methods will not be tolerated.

1. Grievance Defined
 - a. A complaint against an Association member's actions. This includes Board Representatives, coaches, youth participants, parents, officials and fans.
 - b. A confrontation on the playing area, or an adjacent area, between Association member's personnel. This includes Board Representatives, coaches, youth participants, parents, officials and fans.
2. The object is to resolve issues at the most immediate level. Listed below are the steps that can be taken in the event that a grievance cannot be resolved at that level.
 - a. It is the responsibility of all Association representatives to report any grievance to either the Football or Cheerleading Commissioner in writing or via e-mail within 48 hours of the occurrence. No grievance will be heard if filed outside of the time limits. The Commissioners will only review cases that are submitted on the official New Milford Bulls Football and Cheer Grievance Form. The Commissioners may request additional information, if deemed necessary in rendering a decision. If a resolution cannot be reached by the Commissioners, the grievance will be brought to the attention of the New Milford Bulls Board.
 - b. The Board will convene either in person or via e-mail, and take the matter into consideration within 72 hours of receiving notification from the Commissioners. The Board will hear both parties' facts regarding the grievance. A decision will be rendered within 7 days of the date of the written complaint.
 - c. The Board has the right to reject any formal written complaint based on merit.
 - d. Decisions of the Board are final. All grievance forms will be retained on file and may be used in the disposition of other complaints, if necessary.



New Milford Bull Football and Cheer Formal Grievance Form

Your Name: _____

Phone #: _____ E-mail: _____

Date of Incident: _____ Time of Incident: _____

Location of Incident: _____

Please write a description, in as much detail as possible, of exactly what occurred. Use the back of this form or attach a separate page if you need more room. Include what attempts, if any, have been made to resolve the incident at the most immediate level first.

What suggestions do you have for how this situation could be resolved?

Signature: _____ Today's Date: _____

* Return this form and any attached submissions to the New Milford Bulls Football or Cheerleading Commissioner *

This Section is to be Completed by an Board Member

Who Resolved: _____ Date Resolved: _____

How was the Grievance Resolved:
