

KMCC JUNIOR/HIGH SCHOOL CURLING FORMAL GRIEVANCE PROCEDURE

If you believe that our Kettle Moraine Curling Club Junior/High School Safety Agreement has been violated or if you have witnessed any misconduct, please report the violation or misconduct immediately to the responsible coach or the adult in charge of the junior/high school curling program. Such report should generally be within 24 hours of the incident.

Any description of the incident should be in writing and include the following information:

- Name and contact information of complainant
- Type of misconduct alleged
- Name(s) of individual(s) who allegedly committed the misconduct
- Name(s) of victim(s) of the alleged misconduct
- Approximate date, time, and location the alleged misconduct was committed
- Names of other individuals who might have information regarding the alleged misconduct
- Reasons suggesting that the misconduct has occurred.

If you believe that the misconduct has been caused by the coach or adult in charge in that capacity, please submit your report to the KMCC President. Such misconduct will be investigated as quickly as possible.

Student athletes or adult participants who engaged in the misconduct may be removed from the junior/high school program.

The club cannot guarantee confidentiality of the investigation or the results of the investigation but will try to protect the rights of all parties.