

SMHA Grievance Process

The Grievance Process is established to address the concerns of the members of the Association or any player who may be represented by any member of the Association. There are three (3) types of issues covered under this process:

- a. Team related issues
- b. Division or Association related issues
- c. Issues brought forward by people outside of the Association.

Any other protests or appeals must be done in accordance with Central Minor Hockey Federation, Metro Minor Hockey League, Nova Scotia Minor Hockey Council, Nova Scotia Hockey Association and Canadian Hockey Association rules and regulations.

Pending the results of an investigation the Discipline Committee has the right to suspend players, coaches and parents according to the Association's Behavior and Disciplinary Policy.

A formal grievance must be submitted in writing to the First Vice President within seventy-two (72) hours of the alleged occurrence. A written reply will be made to the griever within seven (7) days. All correspondence and discussions with the Association's Board Members and the Discipline Committee must be done in a respectful and courteous manner.

Team Issues

All issues regarding the operation of a team should be initially addressed at the team level. These issues are not required to be addressed in a written format unless they cannot be resolved by the team itself. Issues concerning the team that require further attention should be communicated by submitting the grievance in writing to the First Vice President. The grievance will be forwarded to the appropriate individual, in the following order:

- a) The Coach, if appropriate
- b) The Division Coordinator
- c) The Vice President of Hockey for that Division
- d) Discipline Committee

Non-Team Issues

All issues that do not concern the operation of a team shall be communicated by submitting the grievance in writing to the First Vice President. The grievance will be forwarded to the appropriate individual, in the following order:

- a. The Division Coordinator
- b. The Vice President of Hockey for that Division
- c. Discipline Committee

Issues brought forward by people outside of the Association

It is recognized that issues regarding the Association's players, coaches and parents may be brought forward by people that are not members of the Association. These issues are required to be reported in writing to the First Vice President. If the person bringing the issue forward is a member of another Minor Hockey Association then the written report must be sent by a Board Member of that association. The Discipline Committee will conduct an investigation and determine the appropriate course of action. If the above format is not followed the Association will provide any complaints received in relation to a team to the team manager for information purposes and the team will determine the necessary action.

Any party can appeal the Discipline Committee's Decision by paying a \$50.00 deposit to the association secretary. The appeal will be reviewed by the executive and their decision will be final. If the executive reduces or waives a suspension, the \$50.00 will be returned.