

VAST Grievance Procedure

The VAST Grievance Policy outlines guidance and procedures to give swimmers, parents, coaches, Club leadership, and employees a way to address and report grievances in a productive, systematic way that allows the appropriate parties to investigate and intervene, and take disciplinary action when needed.

With the exception of issues that immediately affect the health and safety of swimmers, all matters should be discussed before or after a coaching session and coaches should not be expected to deal with issues during water time.

If your concern relates to inappropriate behavior or activity that includes but is not limited to the following:

- Criminal activity
- Use, sale or distribution of illegal drugs
- Physical abuse
- Inappropriate touching
- Coaches sharing hotel rooms with athletes
- Rubdowns or massages performed by coaches
- Pictures and or videos taken in locker rooms or changing areas
- Violations of USA Swimming's Minor Athlete Abuse Prevention Policy (MAAPP)

Please report to SafeSport:

safesport@usaswimming.org or <https://fs22.formsite.com/usaswimming/form10/index.html>

If your concern relates to sexual misconduct, sexual harassment, or sexually explicit communication through any media, please contact the U.S. Center for SafeSport to make a report immediately. You can report your concern online or call:

833-5US-SAFE (587-7233) <https://safesport.i-sight.com/portal>

Categories of Complaints:

1. Conduct of a Swimmer
2. Conduct of an Assistant Coach
3. Conduct of the Head Coach
3. Conduct of a Parent

Registering a Grievance:

1. Conduct of a Swimmer - Should a parent/swimmer feel another swimmer's conduct is inappropriate or violates the Athlete Code of Conduct, the parent/swimmer should discuss these concerns with the swimmers coach. This complaint should be made in person or in writing. Coaches will ensure that the team owner and head coach are notified.
2. Conduct of an Assistant Coach - Should a parent or swimmer feel an Assistant Coach's conduct is inappropriate or in violation of any team policies or procedures, the

parent/swimmer should notify the Head Coach and/or team owner of this violation. This complaint should be made in person or in writing.

3. Conduct of the Head Coach – Should a parent or swimmer feel the Head Coach's conduct is inappropriate or violates any team policies or procedures, the parent/swimmer should notify the team owner and/or an assistant coach. This complaint should be made in person or in writing.

4. Conduct of a Parent – Should any person feel a parent is acting in an inappropriate way or violates any team policies or procedures, the parent/swimmer should notify the Head Coach and/or team owner of this violation. The complaint should be made in person or in writing.

Grievance Procedure:

1. After an initial conduct review, any disciplinary action will be the responsibility of the Head Coach and team owner. A decision, and/or disciplinary action, will be issued as soon as reasonably possible.
2. If the parent/swimmer registering the complaint feels the team's disciplinary action is insufficient or unsatisfactorily resolves the issue, the parent/swimmer may appeal the decision to the Head Coach or team owner in writing. A decision, and/or disciplinary action, will be issued by the Head Coach or team owner as soon as reasonably possible. Failure of the Head Coach to address the parent/swimmer concerns in a timely manner is a basis for requesting an appeal.
3. If the parent/swimmer still feels like the issue is not resolved they may contact USA Swimming SafeSport and/or the U.S. Center for SafeSport.

Report to:

USA Swimming SafeSport:

safesport@usaswimming.org or <https://fs22.formsite.com/usaswimming/form10/index.html>

U.S. Center for SafeSport:

833-5US-SAFE (587-7233) or <https://safesport.i-sight.com/portal>

If you have a grievance, but are unsure or not comfortable telling the coach and/or team owner, you can contact our team SafeSport Coordinator or the PNS SafeSport Coordinator.

VAST SafeSport Coordinator

Tiffany Johnson - tiffanyleigh887@aol.com

PNS SafeSport Coordinator

Carl Baber - safesport@pns.org