

GRIEVANCE, DISCIPLINARY AND APPEALS PROCEDURE

Complaints and concerns from Parents, Coaches and Members

The Club places the welfare and safety of all its members as the highest priority.

Whilst the Club operates an open door policy there may be times when an individual may wish to raise a concern about coach conduct or Health and Safety or Welfare.

Parents, coaches and members are encouraged to raise their concerns as they can often provide valuable information. **Please see the Welfare Officer Poster for further details on how to report concerns, and who to report them to.**

All concerns will be treated fairly and in line with the British Gymnastics Policies and will be dealt with in confidence and only those that need to know will be informed.

Disciplinary and Appeals

Where there is an issue of poor practice, the individual will be made aware of the allegations by the Senior/Head Coach and they will be given 7 days to respond.

If the allegations cannot be resolved, then the matter will be referred to the Revolve Team for their decision within a further 7 days.

All steps will be taken to deal with any matters raised within 14 working days, from the date of the original concern being received.

Any disciplinary action agreed must be reasonable and proportional to the offence and the individual will always be entitled to appeal.

If the Club cannot come to a conclusion internally then the matter will be referred to British Gymnastics for a decision. A copy of the British Gymnastics complaints procedure and Protection of Children and Vulnerable Adults is available by contacting BG on 0845 1297129 Ethics and Welfare office.