



KMBA Conflict Resolution Policy

Kentville Minor Baseball Association (KMBA) recognizes that disagreements can periodically arise and these disagreements can occasionally lead to conflict. There are also scenarios whereby individuals violate the KMBA Code(s) of Conduct. In all cases, resolution is required.

The *KMBA Conflict Resolution Policy* is the mechanism which allows Parents/Guardians, Players, Volunteers, Coaches and Umpires (Referred to as “Members” throughout the document) to find a fair resolution when conflict arises. The policy also provides a mechanism to investigate alleged violations of our Code(s) of Conduct.

This policy should be followed in any of the following instances:

- When a Member perceives that a violation of our Code(s) of Conduct has occurred.
- When there is disagreement between Members regarding KMBA policy or the application of baseball-related rules.

Outlined below are steps Members should use to deal with any of the above. If there is a complaint regarding officiating, please skip to **Step 2**. Please note that allegations of a serious or criminal nature will be reported immediately to the police or relevant authorities.

Step 1: If a Member feels comfortable and is not concerned for their personal safety,* the Member should first address concerns directly with the other person involved in the following manner.

Always wait **24 hours** after the event or conflict (except in cases where immediate action is required to deal with a serious matter, e.g. abuse or harassment. Serious matters should be immediately pursued under **Step 2** below) before addressing concerns.

Members with concerns should contact the other party and ask to meet before or after normal practice/game times (or at a mutually agreeable time). Members requesting a meeting should bring their specific written concerns to the meeting. The meeting should not be a forum to complain about general issues unrelated to the event or conflict.

If the issue is resolved at the meeting, there is no need for further action. However, the Member who called the meeting should document that the issue was raised and resolved and should notify their respective Division Coordinator of the resolution.

If **Step 1** does not resolve the issue, then both parties must put their concerns in writing (or email) and forward to the Division Coordinator/President of KMBA within **24 hours** from the meeting noted above.

Step 2: Involve Division Coordinator/President of KMBA (where applicable). The Division Coordinator will review the information submitted referred in **Step 1** and will investigate the matter.

If necessary, and in the sole discretion of the President of KMBA, a sub-committee can be formed, composed of members of the KMBA Executive, to assist with the investigation.

The investigation should be conducted no later than **10 days** from the commencement of **Step 2**. The decision, resulting from the investigation noted above, will be conveyed to the affected Members by the KMBA President (where applicable). The Executive will keep names of witnesses and all information collected from the investigation strictly confidential.

Possible Consequences: All members should be aware of the following possible consequences from actions deemed inappropriate or a violation of KMBA Codes of Conduct:

- Verbal apology to Member(s) involved.
- Written apology to Member(s) involved.
- Temporary ban on attending KMBA events.
- Permanent ban on attending KMBA events.
- Temporary suspension of coaching or volunteering privileges.
- Permanent suspension of coaching or volunteering privileges.

Please note that the above are only examples of consequences and are not intended to be an exhaustive list. Progressive discipline is not required. The decision by Executive shall be considered final and not subject to appeal or review.

*If the Member is not comfortable approaching the other person involved, then they should wait **24 hours** and then set out their complaint in writing for submission to the applicable Division Coordinator/President of KMBA (where applicable) per **Step 2**.

** All KMBA Policies are reviewed annually.