



Conflict Resolution Policy

The Executive of Yarmouth Area Minor Baseball Association (YAMBA) recognize that disagreements can arise in any organization, including minor sports. Sometimes disagreements lead to conflict which needs to be resolved for the betterment of the game. YAMBA is also aware that violations of our Codes of Conduct can take place, and that violations need to be investigated, addressed, and resolved.

The following YAMBA policy provides a mechanism which allows Parents, Guardians, Players, Volunteers, Coaches and Umpires (referred to as “Stakeholders” in this document) to find a fair resolution when conflict arises. Furthermore, the policy provides a mechanism to investigate alleged violations of our Codes of Conduct. This policy should be followed in any of the following instances:

- when a Stakeholder perceives that a violation of our Codes of Conduct has occurred.
- when there is a disagreement between Stakeholders about the manner by which any YAMBA policies or baseball rules are applied.

Outlined below are steps Stakeholders should use to deal with any of the above. Please note that allegations of a serious or criminal nature will be reported immediately to the police or relevant authorities. Furthermore, if a complaint is against an Umpire, please skip immediately to Step 2.

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

- wait 24 hours after the event or conflict (except in cases where immediate action is required to deal with a serious matter, ie. abuse or harassment. Serious matters should be immediately pursued under Step 2 below.)
- Write out the facts concerning the conflict or concern.
- Stakeholder with the concern should contact the other party and ask to meet before or after normal practice / game times or at a mutually agreed upon time. Both parties should try to meet within 48 hrs to discuss the issue.
- Stakeholder requesting a meeting should bring their specific written concerns to the meeting. The meeting should not be a forum to complain about general issues not related to the particular event or conflict.
- If the issue is resolved at the meeting, there's no need for further action. However, the Stakeholder who called the meeting should document that the issue was raised and resolved and should notify the YAMBA Executive of the resolution.

If step one does not resolve the issue, then both parties must put their concerns in writing (or e-mail) and forward to the YAMBA Executive within 24 hours from the meeting noted above.

Step 2: Involve the YAMBA Executive as a whole.

The Executive will review the information submitted referred in step 1 and will conduct an investigation into the matter. If necessary, and in the sole discretion of the Executive, a sub-committee can be formed, composing of members of the 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 Stakeholders by the President of YAMBA Executive. The Executive reserves the right to keep names of witnesses and all information collected from the investigations strictly confidential.

Step 3: If the conflict involves a member of the YAMBA Executive, then a conflict of interest will be declared. If the Stakeholder feels the conflict of interest remains, an outside party will be chosen to review the matter and report back to the YAMBA Executive within 10 days.

Possible consequences: All Stakeholders should be aware of the following possible consequences from actions deemed inappropriate or a violation of YAMBA's Codes of Conduct:

- a verbal apology to Stakeholders involved
- a written apology to Stakeholders involved
- a temporary ban on attending YAMBA events
- a permanent ban on attending YAMBA 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 the YAMBA Executives shall be considered final and not subject to appeal or review.