



PROTEST AND GRIEVANCE POLICY

Terrace Ringette Association

1. Purpose

It is recommended by BCRA that sanctioned events have a Protest and Grievance Committee consisting of five (5) registered BCRA members (i.e. referee, coach, local executive member, etc.) to examine rule violations.

The committee of five (5) shall convene if any of the event rules are allegedly violated by a participating player, coach, or team during a tournament or league event.

2. Scope

The Grievance Committee may look at disputes between teams regarding league or tournament play. Only rule violations occurring during a game will be considered. A referee's decision cannot be protested.

Some examples of rule violations that may have affected the outcome of an event include use of ineligible players or bench staff, use of illegal equipment, and inaccurate scores recorded on the score clock or game sheet.

This Policy is intended to provide efficient and timely resolution of rule violations that cast doubt on the result of a tournament, or league event. This Policy is not intended for dealing with Code of Conduct, Ethics or other complaints, which will be addressed under the Discipline and Complaints Policy.

3. Process

A Grievance Committee can be appointed annually, by division, or for special events. The Grievance Committee will consist of one Officer of the Association, one Director of the Association, and three other Members appointed by the Board of Directors (who may also be Officers or Directors of the TRA). The President of the TRA has the authority to appoint a Grievance Committee in the absence of a Board appointed committee, or to appoint Members when an appointed committee is not available under the timelines required.

At a TRA Northern League or Tournament event, any team representative has the opportunity to grieve any action that could be considered a rule violation with the consent of the grieving team's coach.

Filing a grievance requires a cash deposit, payable to the TRA, which is non-refundable if the grievance is not substantiated. The BCRA Policy "Appendix: Rates and Honorariums - Grievance" sets out the amount of the cash deposit.

No grievance may be filed against the application of on ice playing rules. The Coach of the team filing a grievance will:

- Inform the on-ice officials at the end of the game their intention to initiate a grievance. The officials will record the intended protest on the front of the score sheet to inform the other team

coach and TRA; and

- Submit, or cause to be submitted, a written grievance form (found in the BCRA Policy Manual Appendices and a San Appendix to this Policy Manual) to an Officer of the TRA **within thirty (30) minutes** of the end of the game. The cash deposit must accompany the submission.

The Officer receiving the grievance shall contact a member of the Protest and Grievance Committee (Grievance Committee) immediately.

The Grievance Committee shall begin to meet **within two (2) hours** of notification of a protest or grievance and will inform both coaches of the teams involved **within one (1) hour** of the end of their meeting as to whether the violation is substantiated or otherwise.

Members of the Grievance Committee will meet in person or via telephone to review the grievance and, specifically, to determine if any rule violations exist. Quorum will be any four (4) members of the Grievance Committee. The Grievance Committee:

- May consult any third party experts at its sole discretion;
- May consult the Coach of the team lodging the Grievance at its sole discretion; and
- Will consult the Coach of any team alleged to have violated the rules prior to passing a decision, subject to the Coach's availability.

A decision will be made according to the existing Rules of Ringette. The Grievance Committee may:

- Declare games to be defaulted to the losing team (on the scoreboard) if the result is determined to be influenced by a rule violation; and / or
- Declare ineligible bench staff or players to the TRA.

A member of the Grievance Committee must take minutes. The TRA President will be copied on all minutes of a protest and grievance committee meeting. Upheld grievances may be subject to further disciplinary action.

A written decision, via letter or email, will be forwarded to the Coach of both teams and the President of the Association, as well as the Division or Tournament Coordinator (if applicable).

If the grievance is upheld, the cash deposit will be refunded to the grieving party.

4. Compliance and Consequences

The decision of the Grievance Committee may be appealed under the Appeals Policy after the tournament or league event is concluded.