

# SAILFISH Grievance Procedures

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## **Purpose**

Your safety is paramount to the Sailfish and to USA Swimming. If you experience or witness actions or events that concern you or make you feel uncomfortable, it is important to talk to someone about it. This document outlines the processes where a swimmer, parent, or coach can bring forward a complaint or concern.

## **Who to Contact:**

If you have a concern relating to bullying, parent issues, unfair treatment, or violations of the Swimmer, Parent, or Coach Code of Conduct, please reach out to Coach Chris at [ckjeldsen17@gmail.com](mailto:ckjeldsen17@gmail.com). Coaches who wish to file a complaint against another coach should follow the Grievance and Review Procedure outlined in the Sailfish Employee Handbook.

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 the incident immediately to SafeSport. You can reach out to South Texas Swimming's SafeSport Chair, Mary Evelyn Bowling, at [mebowling63@gmail.com](mailto:mebowling63@gmail.com). Anonymous reporting can be completed [here](#).

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 720-524-5640. More information can be found at <https://safesport.org/>. If you need guidance, please contact our SafeSport Coordinator, Phyllis Woodley, at (512) 589-4040.

Any concerns dealing with deception or recruiting should be directed to the South Texas Administrative Board of Review. This process is initiated by contacting the South Texas General Chair at [GeneralChair@stswim.org](mailto:GeneralChair@stswim.org) or Administrative Vice Chair, at [AdminViceChair@stswim.org](mailto:AdminViceChair@stswim.org)

## **Procedures:**

Coaches, swimmers, and parents are encouraged to talk with each other to resolve their issues. However, if this isn't possible, members of the Sailfish should know how to file a grievance:

- Swimmers or parents who have a grievance with another swimmer, parent, assistant coach, or official should contact Coach Chris in writing within two weeks of the date of occurrence. Coach Chris will discuss the problem in a timely and confidential manner. All information will be gathered regarding the situation, which may involve sit-down meetings with all those involved and any witnesses. Decisions will be made within two weeks of notification. Disciplinary action that may be required is explained in more detail in the Swimmer, Parent, and Coach Codes of Conduct.
  - For bullying concerns, please also see the [Sailfish Bullying Action Plan](#)
- If you are not satisfied with the decision reached by Coach Chris, if the decision is not rendered in the allotted two-week time frame, or if the complaint is about Coach Chris, you can choose to escalate the grievance case to the South Texas LSC Board of Directors. This process is initiated by contacting the South Texas General Chair at [GeneralChair@stswim.org](mailto:GeneralChair@stswim.org) or Administrative Vice Chair, at [AdminViceChair@stswim.org](mailto:AdminViceChair@stswim.org)