



## **Pleasant Prairie Patriots Swim Team Grievance Policy**

**If you have any Athlete Code of Conduct, Parent Code of Conduct, Coach Code of Conduct, USA Swimming Code of Conduct, or other team policy questions, concerns, violations, or need to file a grievance:**

### **Purpose:**

Your safety is paramount to the RecPlex, Pleasant Prairie Patriots and 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 either Coach Taylor at [thutton@pleasantprairiewi.gov](mailto:thutton@pleasantprairiewi.gov) or the Head Coach. Coaches who wish to file a complaint against another coach should follow the Grievance and Review Procedure outlined in the Village of Pleasant Prairie 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 Wisconsin Swimming's SafeSport coordinator, Joell Schigur, at [jschigur@charter.net](mailto:jschigur@charter.net) or USA Swimming SafeSport Director Abigail Howard at [ahoward@usaswimming.org](mailto:ahoward@usaswimming.org). Anonymous reporting can be completed [here](#).



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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 [www.safesport.org](http://www.safesport.org). Certain people are **REQUIRED** to report misconduct, and information on mandatory reporting requirements can be found [here](#). If you need guidance, please contact our SafeSport Coordinator, Coach Taylor.

Any concerns dealing with deception or recruiting should be directed to the Wisconsin Swimming Operations Manager Angela Monty at [admin@wisconsinswimming.org](mailto:admin@wisconsinswimming.org). Information on Wisconsin Swimming can be found [here](#).

Grievance Procedure Revised June 2019

### 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 Pleasant Prairie Patriots Swim Team 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 Taylor or the Head Coach in writing within two weeks of the date of occurrence. Coach Taylor and the Head Coach 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 Pleasant Prairie Patriots Swim Team [Action Plan to Address Bullying](#).
- If you are not satisfied with the decision reached by Coach Taylor and Head Coach (or if a decision is not rendered in the time frame discussed above), you must refer the matter to the Aquatics Manager/PX3 CEO of the RecPlex, Steve Frye, at [sfrye@pleasantprairiewi.gov](mailto:sfrye@pleasantprairiewi.gov) within three working days of notification of Coach Taylor or Head Coach's decision (or the end of the time frame discussed above). The Aquatics Manager/PX3 CEO of the RecPlex will meet with Coach Taylor and/or the Head Coach, and you will be notified of their decision.
- Any complaints about Coach Taylor or the Head Coach should be referred to the Aquatics Manager/PX3 CEO of the RecPlex, Steve Frye, within two weeks of the date of occurrence. The Aquatics Manager/PX3 CEO of the RecPlex will discuss the problem with you in a timely and



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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 outlined in the Village of Pleasant Prairie Employee Handbook.

- If you are not satisfied with any decisions reached by the Aquatics Manager/PX3 CEO of the RecPlex, you must refer the matter to the Recreation Director of the RecPlex, Craig Anderson, at [canderson@pleasantprairiewi.gov](mailto:canderson@pleasantprairiewi.gov) within three working days of notification of the Aquatics Manager/PX3 CEO of the RecPlex decision (or at the end of the time frame discussed in paragraph three). The Recreation Director of the RecPlex will review and evaluate the complaint and will notify you of the decision, as well as notify all persons deemed relevant to the situation. Decisions made by the Recreation Director are final.



## **Pleasant Prairie Patriots Swim Team Grievance Policy**

**If you have any club-level Safe Sport questions or concerns, or need to file a grievance please contact:**

Taylor Hutton

PX3 Safe Sport Club Coordinator

[thutton@pleasantprairiewi.gov](mailto:thutton@pleasantprairiewi.gov)

or

Joell Schigur

Wisconsin Swimming LSC Safe Sport Chair

[jschigur@charter.net](mailto:jschigur@charter.net)

*Notification of an incident to your coaches and team administration is always recommended, but in the event that isn't an option the above or below is also available.*

## **USA Swimming and Center for Safe Sport Contact & Reporting Information**

**USA Swimming (719)866-4578 Say: Calling to Deal with a Safe Sport Concern**

## **U.S. Center for Safe Sport Contact & Reporting Information**

**U.S. Center for Safe Sport (720)524-5640 [www.uscenterforsafesport.org](http://www.uscenterforsafesport.org)**

## **Online Safe Sport Reporting**

**<https://fs22.formsite.com/usaswimming/form10/index.html>**