

CAMBRIDGESHIRE COUNTY PREMIER LEAGUE NETBALL

OFFICIAL GRIEVANCE PROCEDURE

1. A grievance must be sent or handed in writing to the Cambridge County Premier League Safeguarding Offices – Jacqui Taylor.
2. These will then be raised with the full Committee and the complaint will be entered in a log.
3. A letter will be sent to the person/people or where appropriate, the club secretary, that the complaint has been received about. This will notify them that a complaint has been received (see Attachment No. 1).
4. If deemed appropriate after initial committee review the League Secretary will request reports on the related incident from all parties concerned in the matter.
5. The Committee will then review the reports and a decision will be made on any relevant action needed.

NB: Please note the Committee will only address complaints received through the official channels. In extenuating circumstances, if the Committee repeatedly hear of complaints against a specific person/people or representative of a club and the matter is deemed urgent, the Committee reserve the right to issue a letter (see Attachment No 2) to that person/people or representative of a club inviting them to attend an informal meeting with the committee to discuss the comments.

For any matters which refer to an individual and are deemed serious enough that they cannot be handled by the County Premier League Committee, these should be directed to County Disciplinary Secretary and will be handled through the EN Disciplinary Regulations. Please check the County website for full details of the current County Disciplinary Secretary, the EN Disciplinary Regulations & the Code of Conduct. Link to the County website as below

cambscna.org.

Attachment No. 1

CAMBRIDGESHIRE COUNTY PREMIER LEAGUE NETBALL

To:

Date:

Dear

Ref. Grievance Procedure – Log no.

Please note the Committee has received an official complaint on (date) regarding (person/people) from xxxxxx. This matter is now under review and you will be contacted in due course.

Yours sincerely

Jill Harrison
Camb County Premier League Chairperson

Attachment No.2

CAMBRIDGESHIRE COUNTY PREMIER LEAGUE NETBALL

Date:

To:

Dear

The Committee has received several unofficial complaints/comments reference (person/people). It is now felt that the situation should be addressed and the Committee invite (person/people) to an informal meeting to discuss this matter.

Please contact the Committee Secretary Julie Cameron by (date) to arrange a date and time suitable to all parties.

Yours sincerely,

Jill Harrison
Cambs County Premier League Chairperson