

## **Vero Beach Rowing Grievance Policy**

Vero Beach Rowing is committed to maintaining a safe, respectful, and inclusive environment for everyone involved in club activities. This policy explains how concerns may be reported and how the club will review and respond to them fairly and promptly.

This policy applies to concerns related to club activities and may be used by members, youth athletes, parents or guardians, volunteers, coaches, staff, contractors, and guests. Concerns may include unfair treatment, inappropriate conduct, safety issues, or possible violations of club standards.

### **How to Report a Concern**

Concerns may be submitted through the club's grievance form on the VBR website or reported directly to the Governance Committee Chair or Board President. Reports may be made by a person directly affected or by someone who observed or became aware of the concern.

### **Urgent Safety and Mandatory Reporting**

If a concern involves immediate danger, suspected abuse, sexual misconduct, criminal conduct, or another matter that must be reported under law or governing-body rules, emergency services or the appropriate outside authority should be contacted right away. A report to the club does not replace any separate duty to report to law enforcement, child protective services, or the U.S. Center for SafeSport when applicable. Public guidance from the U.S. Center for SafeSport emphasizes mandatory reporting and clear response procedures in youth sport settings.

### **Confidentiality and Non-Retaliation**

The club will make reasonable efforts to protect privacy and share information only with those who need it to review and respond to the concern. Complete confidentiality cannot be guaranteed. Retaliation against anyone who raises a concern in good faith, participates in a review, or supports another person in doing so is prohibited. Public guidance from the U.S. Center for SafeSport identifies retaliation as prohibited conduct in sport environments.

### **Review Process**

After a grievance is received, the club will review it to determine the appropriate next steps. Depending on the nature of the concern, the club may seek additional information, speak with involved individuals, consult appropriate leadership, or refer the matter under another

applicable policy or to an outside authority. The club will make reasonable efforts to address concerns promptly and fairly.

VBR's goal is to respond to each grievance within 48 hours, and resolve each grievance within 15 business days of receipt.

### **Possible Outcomes**

Depending on the outcome of the review, the club may determine that no further action is needed, that informal resolution is appropriate, or that corrective or protective action is warranted. Any action taken will depend on the circumstances and may include education, supervision, restrictions, or other appropriate measures under club rules and applicable law.

Vero Beach Rowing encourages concerns to be raised promptly so they can be reviewed appropriately and so the club can continue to support a healthy and respectful environment for all participants.