

Winskill Dolphins Swim Club (WDSC) Alternative Dispute Resolution Policy

WDSC Values: Integrity, Respect, Commitment and Passion

WDSC Mission: Provide opportunities that are focused on nurturing the growth and development of swimmers, coaches and volunteers so that all of our members have the highest possibility of belonging and success.

WDSC Vision: Fun, Fitness and Excellence

Definitions

1. Terms in this Policy are defined as follows:
 - a. *“Participants”* – Refers to all categories of individual members and/or registrants defined in the By-laws of the WDSC who are subject to the policies of the WDSC, as well as all people employed by, contracted by, or engaged in activities with WDSC including, **but not limited to**, employees, contractors, Athletes, coaches, instructors, officials, volunteers, managers, administrators, committee members, parents or guardians, spectators, committee members, and Directors and Officers.

Purpose

1. The WDSC supports the principles of Alternative Dispute Resolution (ADR) and is committed to the techniques of negotiation, facilitation, and mediation as effective ways to resolve disputes. ADR also avoids the uncertainty, costs, and other negative effects associated with lengthy appeals or complaints, or with litigation.
2. The WDSC encourages all Participants to communicate openly, and to collaborate and use problem-solving and negotiation techniques to resolve their differences. The WDSC believes that negotiated settlements are most often preferable to arbitrated outcomes. Negotiated resolutions to disputes with and among Participants are strongly encouraged.

Application of this Policy

1. This Policy applies to all Participants.
2. Opportunities for ADR may be pursued at any point in a dispute when all parties to the dispute agree that such a course of action would be mutually beneficial.

Filing a Dispute

3. Any Individual may file a dispute with the WDSC. The dispute must be in writing and signed and must be filed within fourteen (14) days of the alleged incident. Anonymous disputes may be accepted at the sole discretion of the WDSC.
4. A dispute filed outside of the fourteen (14) day period must provide a written statement giving reasons for an exemption to this limitation. The decision to accept, or not accept, the dispute outside of the fourteen (14) day period will be at the sole discretion of the WDSC. This decision may not be appealed.

Facilitation and Mediation

1. If all parties in a dispute agree to ADR, the dispute will be submitted by one, or both, of the parties to the WDSC. The WDSC will then appoint a mediator or facilitator, acceptable to all parties, to mediate or facilitate the dispute.

2. The mediator or facilitator shall decide the format under which the dispute shall be mediated or facilitated and may, if they consider it appropriate, specify a deadline before which the parties must reach a negotiated decision.
3. Should a negotiated settlement be reached, the written settlement shall be reported to the WDSC for approval. Any actions that are to take place because of the decision shall be enacted on the timelines specified by the negotiated decision.
4. Should a negotiated decision not be reached by the deadline specified by the mediator or facilitator at the start of the process, or if the parties to the dispute do not agree to ADR, the dispute shall be considered under the appropriate section of the WDSC's *Discipline and Complaints Policy*.
5. Any associated costs of mediation or facilitation will be shared by the parties of the dispute.

Final and Binding

1. Any negotiated decision will be binding on the parties. Negotiated decisions may not be appealed.