



## Conflict Policy Procedure

**PURPOSE** – The purpose of this policy is to outline the procedure to take to ensure concerns are dealt with in a consistent and coordinated manner.

### **Step 1**

Discuss the issue with your team Manager and/or Coach.

### **Step 2**

If you feel that the concern has not been resolved, contact your league's Convener and Director either in writing or by email to outline the issue.

### **Step 3**

If you feel that your concern is still not resolved, an email or explanation in writing outlining the issue shall be **signed** and forwarded to the FFMHA President and Board.

### **Step 4 (If necessary)**

An email or explanation in writing outlining that you have completed steps 1 thru 3 and feel your issue is still not resolved. A copy of all prior correspondence must accompany your email or explanation in writing.

The email or explanation in writing must also contain your name, phone number and e-mail so that a meeting with the Disciplinary Committee of FFMHA, yourself and the coaching staff of the team can be arranged to hear the issue.

Failure to follow these steps will result in the issue being dismissed.

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A decision by the Fort Frances Minor Disciplinary Committee is final.

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