**NEW ENGLAND SKATING CLUB
CONFLICT RESOLUTION FORM**

Please refer to the “Code of Conduct” attached above for a description of the New England Skating Club’s policies regarding member, coach, board member and parent/guardian responsibilities, course of action, implementation, and disciplinary actions. This entire document is also on the club’s website at <http://www.newenglandskatingclub.net>.

Instructions:
Submit this form to the President of the New England Skating Club. A copy of this form can be found on the New England Skating Club’s website , <http://www.newenglandskatingclub.net> in the forms section. Only members of the New England Skating Club are allowed to submit a written complaint.

If a board member is notified of an allegation, he/she must refer the alleger to the President of New England Skating Club as soon as possible and no later than five days after becoming aware of the allegation.

Select Your Position in this Complaint:
⃝ I am the person alleging the misconduct, harassment, discrimination, or abuse. OR:
⃝ I am referring the complaint on behalf of the person alleging misconduct, harassment, discrimination, or abuse. Name:

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_

Signature:

I am a: ⃝ Club Member ⃝ Coach/Program Director/Board Member ⃝ Skater
⃝ Parent ⃝ Board Member ⃝ Other:

Phone number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Person against whom allegation of harassment, discrimination, or abuse is being made:

Name:

He/She is a: ⃝ Club Member ⃝ Coach/Program Director ⃝ Skater ⃝ Parent

 ⃝ Board Member ⃝ Other:

Using the space below and/or additional attachments, describe the events and/or behaviors that are the subject of the complaint. Include any individuals you have talked to within the club, names of witnesses, as well as dates, times, and locations. Also include references to NESC or USFSA bylaws or Code of Conduct or Code of Ethics, SafeSport rules, Massachusetts State Law, or other rules that you claim have been violated.
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