

Salto Gymnastics Club

Alternate Dispute Resolution Policy

1) Definitions

- a. These terms will have these meanings in this Policy:
 - i. *Case Manager* – a person appointed by the Society, who need not be a member or affiliated with Salto Gymnastics Club, to administer this *Alternate Dispute Resolution Policy*. The Case Manager will comply with the position description described in Appendix A.
 - ii. *Member* - All categories of membership defined in the Society’s Bylaws.
 - iii. *Society* – Salto Gymnastics Club.

2) Purpose

- a. The Society supports the principles of Alternate Dispute Resolution and is committed to the techniques of negotiation, facilitation, and mediation as effective ways to resolve disputes.
- b. The Society encourages all Members and parties to communicate openly, collaborate, and use problem-solving and negotiation techniques to resolve their differences. The Society believes that negotiated settlements are usually preferable to outcomes resolved through other dispute resolution techniques.
- c. The Society will adhere to such policies in the event the complaint is about Salto Gymnastics Club.

3) Application of the Policy

- a. This Policy applies to all disputes within the Society when all parties of the dispute agree that such a course of action would be mutually beneficial.

4) Facilitation and Mediation

- a. If all parties to a dispute agree to Alternate Dispute Resolution, a mediator or facilitator shall be appointed by the Case Manager to mediate or facilitate the dispute.
- b. The mediator or facilitator shall decide the format under which the dispute shall be mediated or facilitated.
- c. The final decision will be communicated by the mediator or facilitator to the parties and the Society.
- d. Should a negotiated decision not be reached by the deadline specified by the mediator or facilitator, or if the parties to the dispute do not agree to the Alternate Dispute Resolution, the dispute shall be considered under the appropriate section of the Society's Discipline and Complaints Policy or Appeal Policy.
- e. The cost of the dispute resolution process will be shared equally by the parties unless otherwise ordered by the Disciplinary Panel.

5) Final and Binding

- a. Any negotiated decision will be binding on the parties. Negotiated decisions may not be appealed.
- b. No action or legal proceeding will be commenced against the Society or its Members in respect of a dispute unless the Society has refused or failed to provide or abide by its governing documents.

6) Policy Review

- a. This policy will be reviewed annually and may be amended as necessary to maintain a safe and healthy environment for the Salto Gymnastics Club community. All members of the Society are expected to remain informed and adhere to the most current version of the policy.