



## Conflict Policy Procedure

This policy outlines the steps required should you feel that you have a concern.

### Step 1

Discuss the issue with your team Manager or Coach.

### Step 2

If you feel that the concern has not been resolved contact your organization's convener.

### Step 3

If you feel that the issue is still not resolved, a letter explaining the issue shall be **signed** and forwarded to your organization's President.

### Step 4 ( If necessary )

A letter explaining 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 letter

The letter must also contain your name, phone number, or e mail so that a meeting with the executive of Lakehead Minor, yourself and the coaching staff of the team be arranged to hear the issue.

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

Lakehead Minor Hockey Association

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RPO McIntyre Center

Thunder Bay, Ontario

P7B 6P9

A decision by the Lakehead Minor Executive is final.

**DO NOT CONTACT THE CHAIRMAN** of L.H.M. as that person does not have the authority to make any decisions period.

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