

## **Dismissal and Appeals Review Policy**

This document outlines the policy for the dismissal of participants from Best S.T.E.P. Forward and the subsequent appeals review process. The purpose is to establish a fair and transparent procedure for handling dismissals and providing participants with an avenue for appeal if they believe the decision is unjust.

**Dismissal Criteria:** Participants may be dismissed from the league for the following reasons:

**Serious Misconduct:** Individuals engaging in serious misconduct, including but not limited to violence, harassment, discrimination, or any behavior deemed incompatible with the league's values and code of conduct, may be subject to dismissal.

**Repeated Violations:** Participants who repeatedly violate league rules, policies, or codes of conduct despite prior warnings or corrective actions may face dismissal.

**Failure to Comply:** Failure to comply with safety protocols, refusal to cooperate with league officials, or non-compliance with decisions resulting from incident investigations may be grounds for dismissal.

**Criminal Offenses:** Commission of a criminal offense that brings disrepute to the league or poses a threat to the safety of participants may result in dismissal.

### **Dismissal Process:**

**Investigation:** Prior to dismissal, a thorough investigation will be conducted to gather relevant information and establish the facts surrounding the alleged misconduct or violation.

**Notification:** Individuals facing dismissal will be notified in writing of the reasons for dismissal, along with any supporting evidence. The notice will include information about the right to appeal.

**Dismissal Decision:** The league will make a decision on dismissal based on the findings of the investigation. The decision will be communicated to the affected individual in writing.

### **Appeals Review:**

#### **Initiating an Appeal:**

Individuals dismissed from the league may submit an appeal in writing to the league within a specified timeframe, typically within 14 days of receiving the written notification of dismissal.

**Grounds for Appeal:**

Appeals may be made on the grounds of procedural errors, new evidence, or perceived unfairness in the dismissal process.

**Appeals Committee:****Formation:**

An Appeals Committee, distinct from the committee involved in the initial incident investigation, will be established to review dismissal appeals.

**Composition:**

The Appeals Committee will consist of impartial individuals who were not involved in the initial investigation or dismissal decision. The committee will be diverse and representative to ensure a fair and unbiased review.

**Appeals Process:****Submission Review:**

The Appeals Committee will review the submitted appeal and assess whether it meets the eligibility criteria.

**Review Meeting:**

The Appeals Committee will conduct a meeting to review the appeal, examine the evidence, and listen to any statements or arguments from the dismissed individual.

**Decision:**

Following the review, the Appeals Committee will make a decision to uphold, modify, or overturn the dismissal. The decision will be communicated in writing to the dismissed individual.

**Finality of Decision:**

The decision of the Appeals Committee is final and binding. It marks the conclusion of the league's internal appeals process.

**Policy Review:**

This Dismissal and Appeals Review Policy will be periodically reviewed and updated as needed to ensure fairness, transparency, and compliance with best practices in handling dismissals.