

Chelsea Piers Aquatics Club (CPAC)

Grievance Procedure

Purpose

Chelsea Piers Aquatics Club (CPAC) is committed to maintaining a safe, respectful, and professional environment for all athletes, coaches, staff, and families. This procedure ensures that grievances are addressed respectfully and thoroughly, in alignment with CPAC policies and USA Swimming's Safe Sport standards.

Where to Report

Issue Type	Reporting Channel
Sexual Misconduct / Harassment	U.S. Center for SafeSport: 833-5US-SAFE (587-7233) or [SafeSport Reporting Portal]
Physical or Emotional Abuse, Criminal Behavior, Drug Violations	USA Swimming Safe Sport: safesport@usaswimming.org or [USAS Grievance Form]
Known / Suspected Child Abuse	CT Department of Children & Families: 1-800-842-2288 or local law enforcement
Peer Bullying, Coach-Athlete Bullying, Parent/Spectator Misconduct, CPAC Code/MAAPP Violations	Handled internally by CPAC (see Chain of Command)

Chain of Command – Whom to Contact

(All grievances must be submitted **in writing**: email or formal letter)

1. Swimmer Misconduct

- Contact the swimmer's coach.
- Coach notifies Head Coach Jamie Barone to initiate review and resolution.

2. Assistant/Age-Group Coach Misconduct

- Contact Head Coach Jamie Barone (jbarone@chelseapiers.com).
- Review conducted and escalated to Chelsea Piers management if needed.

3. Head Coach Misconduct

- Contact Chelsea Piers Athletic Club Management (Director of Aquatics or Senior Leadership).

4. Parent or Official Misconduct

- Contact Head Coach Jamie Barone.
- Matter referred to Chelsea Piers management as appropriate.

Note: Except in emergencies, please raise issues before or after practice to avoid disrupting training sessions.

How Grievances Are Handled

- Review conducted by Head Coach and/or Chelsea Piers leadership.
- Possible disciplinary actions:
 - Verbal warning
 - Written warning
 - Removal from practice
 - Temporary suspension
 - Expulsion
- Required reporting (within 24 hours) to:
 - U.S. Center for SafeSport
 - USA Swimming

- Law enforcement or child protection services
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Grievance Process

1. Information Gathering

- Interview reporting party, respondent, and any witnesses.
- Document details using CPAC Grievance Form.

2. Behavior Assessment

- Evaluate against CPAC policies, facility rules, USA Swimming/SafeSport standards, and relevant laws.

3. Disciplinary Determination

- Consider the nature and severity of misconduct, prior incidents, impact on the team, and policy alignment.
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Confidentiality

Grievances are handled with discretion and confidentiality, following SafeSport and USA Swimming best practices.

Contact & Submission

Submit all grievances **in writing**:

Head Coach — Jamie Barone

 jbarone@chelseapiers.com

For questions or to submit a grievance, please use the email above.

[Footer with CPAC logo, address, website, and date/version e.g., “CPAC Grievance Procedure, Revised July 2025”]