

This procedure is an addendum to the 'RULES AND CONSTITUTION of the Coventry Badminton Association', hereon referred to as the 'League Rules'.

Submitting a Grievance

A club that believes a team has infringed the rules as set out in the league rules can submit a grievance to the league for consideration/investigation.

Any grievance should be submitted to the league secretary/results secretary within 2 days of the infringement taking place.

Rule infringements will be investigated and acted upon as per the league rules.

Badminton World Federation Laws of Badminton infringements (such as line calls, scoring, illegal serving) cannot generally be ruled upon directly by the league. Without referees or umpires being present, these should be discussed and rectified between the team captains on the night. The committee would ask all clubs in the league to ensure their members are aware of the laws of badminton (for example regarding serving) and that all players call lines fairly and keep score.

Where deliberate infringements continue in a match, a grievance can be raised to the league for consideration as unsportsmanlike conduct. The only action the committee can take in these circumstances is to issue a warning to the club in question should the severity of the infringement be high enough (e.g. prolonged deliberate infringement during a match) and the evidence is substantial enough to support the grievance.

Where a team receives more than three warnings against them over the course of a season then the committee may be forced to withdraw the team from the league.

Investigation

The committee will investigate all grievances within 4 weeks of receiving the initial grievance form. All points from the investigation should be recorded on the investigation form and stored for up to a year.

Where a member of the committee is a member of either the club submitting the grievance or the club that the grievance has been submitted against they shall be excluded from the investigation.

Once a grievance is received by the league/result secretary they should contact the other club and inform them that a grievance has been submitted against them. They should then ask them to provide a response using the Grievance Response Form.

Once this is received the committee will then discuss the findings and agree the actions to be taken.

Both clubs will then be advised of the conclusions and actions to be taken.

Coventry Badminton Association Grievance Form	
Date of Grievance Submission:	
Club submitting Grievance:	
Club contact:	
Match Details	
Mens/Ladies/Mixed <small>(Delete as appropriate)</small>	Division:
Home Team:	Away Team:
Pairs/Players	Pairs/Players
Pair 1:	Pair 1:
Pair 2:	Pair 2:
Pair 3 (if applicable):	Pair 3 (if applicable):
Venue:	Date of Match:
Grievance Details	
Game(s) where infringement occurred (e.g. Home Pair 1 v Away Pair 3):	
<p>Rule that was infringed and details of infringement (factual information only, opinionated information will be disregarded). <i>Where possible evidence should be attached to support the grievance (match cards, etc.).</i></p>	

Coventry Badminton Association Grievance Response Form	
<p>A grievance has been submitted to the league against you club. Brief details of the grievance are below along with the details of the match concerned. You are required to provide a response to the grievance and submit back to the league.</p>	
Grievance Details (to be completed by CBA)	
<p>Game(s) where infringement reportedly occurred (e.g. Home Pair 1 v Away Pair 3):</p> 	
<p>Infringement: <i>Examples:</i> <i>League Rule <number> infringement – <rule details></i> <i>Misconduct – <summary from original grievance> (e.g. deliberate poor line calls, deliberate score tampering, etc.)</i></p>	
Match Details (to be completed by CBA)	
<p>Mens/Ladies/Mixed <small>(Delete as appropriate)</small></p>	<p>Division:</p>
<p>Home Team:</p>	<p>Away Team:</p>
<p>Pair 1:</p>	<p>Pair 1:</p>
<p>Pair 2:</p>	<p>Pair 2:</p>
<p>Pair 3 (if applicable):</p>	<p>Pair 3 (if applicable):</p>
<p>Venue:</p>	<p>Date of Match:</p>

Response (to be completed by club)

Your club is required to provide a response to the grievance above. The response should be factual and not opinionated and should reference any evidence to support your response.

Coventry Badminton Association Grievance Investigation Record Form	
Date of Grievance Submission:	
Club submitting Grievance:	
Club contact:	
Match Details	
Mens/Ladies/Mixed <small>(Delete as appropriate)</small>	Division:
Home Team:	Away Team:
Pairs/Players	Pairs/Players
Pair 1:	Pair 1:
Pair 2:	Pair 2:
Pair 3 (if applicable):	Pair 3 (if applicable):
Venue:	Date of Match:
Grievance Details	
Game(s) where infringement occurred (e.g. Home Pair 1 v Away Pair 3):	
Rule that was infringed and details of infringement: <i>Copy from original grievance.</i>	
Response Details	
<i>Copy from response.</i>	
Investigation Details	



Grievance Procedure & Form

Coventry Badminton Association Grievance Investigation Record Form

Investigating Committee Members:

Summary of Investigatio

Official Conclusion and Actions taken: