



BIG BAD WOLF

CHILDREN'S THEATRE COMPANY



Grievance Policy

If a Big Bad Wolf member wishes to raise a grievance against the Company processes or individuals within the Company, the process to be followed is noted below:

Informal Stage

It is recommended that the individual in the first instance aims to resolve the grievance informally with the relevant member of the Management committee, Production Team or Company member.

However, if the individual feels incapable of resolving the grievance on their own then this may be facilitated by an independent member of the Management Committee, if deemed appropriate.

Formal Stage

If the informal stage does not prove successful, the matter should be referred in writing to the Vice -Chairperson of the Management Committee for consideration. Grievances will be considered by a Grievance panel made up from the Vice Chairperson of the Management Committee/and others of the Committee/one of the Directors of Production team. (If production related)

Appeals

Appeals against the decisions taken at the formal stage will be considered by an Appeal Panel, which will be made up from the Chairperson of the Management Committee/and others of the Committee/ a different Director of Production Team. (If production related) from that which considers the case at the Grievance Panel.

There will be no further right of appeal.

At all stages of the Grievance process, members of the Company may be accompanied by a person of their choosing. If this process involves dependants of the Grievance or Appeals Panel members, a decision will be taken as to who is appropriate to replace Panel members for decision making processes. This decision will be taken by the Management Committee.