



Grievance Policy

If Something Isn't Right

You should speak with a committee officer or consult our **grievance policy** or **whistleblowing policy**.

Further Reading

Documents: **Code of Conduct & Disciplinary Policy**.

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Introduction

BATS aims to be a safe, vibrant, and inclusive society where our members and their opinions matter. In the event that a member has a grievance, they are encouraged to seek advice and guidance from the committee.

Having a grievance is not the same thing as whistleblowing. A grievance is when you have a personal issue with another member – for example, your director is directing you in a way that you don't understand and is not accommodating you when you have spoken to them about this – whistleblowing is when there is the disclosure of information regarding suspected wrongdoing or danger – for example, you have evidence that a member of the committee is committing financial fraud.

If you have a grievance, you should follow the procedures set out below.

Informal Solutions

1. You should, where practicable, look to resolve your concerns by speaking with the member directly so that your concern is not misrepresented or misunderstood.
2. If your concern is specifically related to conduct in a rehearsal or performance, you should speak with a member of the creative team or the stage manager to help resolve your concern.
3. If this does not resolve your concerns then you may ask that a committee officer speak informally to the member in question to attempt to resolve your concern.

Formal Solutions

If informal solutions have not led to a satisfactory outcome, or where you feel that the concern is of a serious enough nature that informal solutions are not the right path, then you should make a formal grievance to the committee. You should do this in writing and include as much factual detail as you can – you can submit your concern to any member of the committee.

The Process

Once a formal grievance is received, the committee member is obligated to take it to the committee who will start an investigation – they may wish to speak with you and any other people involved for further detail. All evidence will be noted in writing by a member of the committee.

Once all of the evidence has been given, the committee will deliberate and decide what, if anything, should happen. All parties will be notified of the outcome of the investigation within 7 days of its conclusion.

Outcomes

Each case will be decided on a case-by-case basis. The committee will decide what, if any, action should be taken. If action is taken, it will be in line with our disciplinary policy.