



Student Complaint Form (Year 7-10)

We all (students and staff) have a responsibility to maintain positive and respectful relationships in our Christian school. We should all aim to resolve any grievances in a Biblical manner. However, there may be times that you feel as though you have been wronged and the grievance remains. In such instances you may want to make a complaint. If you do so, you will be taken seriously, listened to, and treated fairly. Only when necessary, will your information be shared with other people. To help in the complaints process you have the option to fill out this form (NB: you may not be able to fill in all the sections in #2).

1. First Name: _____ Last Name _____

2. Tell us about your complaint:

a. Who or what are you wanting to make a complaint against?

b. When did it happen?

c. What is the reason for you making the complaint?



John Calvin School Albany

A School with the Bible

3. How would you like your complaint to be dealt with? Tell us what you would like to happen:

4. We might need to talk to you about what happened.

Are you ok with this? (Circle your answer)

Yes

No

If you circled "no", who can we talk to on your behalf?

You can bring your completed form to the Front Office or email it to

Mr vanderHeide at avanderheide@jcsa.wa.edu.au

or

Miss Mulder at jmulder@jcsa.wa.edu.au