



Formal Complaint Form

Name			
Address			
Postcode			
Email address			
Telephone No.	Day		
	Evening		
	Mobile		
What is it you want to complain about?			
Have you raised your issue with the Class Teacher (informal stage)? If so, when did you do this?		YES (inc. date)	NO
Have you complained to the Headteacher (Stage1)?		YES	NO
When did you do this?		Date:	
What happened when you complained to the Headteacher?			

What would you like us to do to put things right?

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Signed

Date

Please return this form to the Chair of the Governing Body, Mr Mark Ford.