



## Complaint Form

Please complete and return to:

- Mrs Rachel Slattery, Headteacher
- Mr Eddie Richards, Chair of the Local Governing Body, (for complaints about the Headteacher)
- Mr Barry Heslop, Clerk to the MAT Board (for complaints about the Chair of the Local Governing Body)

<b>Your name:</b>
<b>Pupil's name (if relevant):</b>
<b>Your relationship to the pupil (if relevant):</b>
<b>Address:</b>  <b>Postcode:</b> <b>Day time telephone number:</b> <b>Evening telephone number:</b>

**Please give details of your complaint, including whether you have spoken to anybody at the school about it.**

**What actions do you feel might resolve the problem at this stage?**

**Are you attaching any paperwork? If so, please give details.**

**Signature:**

**Date:**

**Official use**

**Date acknowledgement sent:**

**By who:**

**Complaint referred to:**

**Date:**