

# PLAYFORD PRIMARY SCHOOL

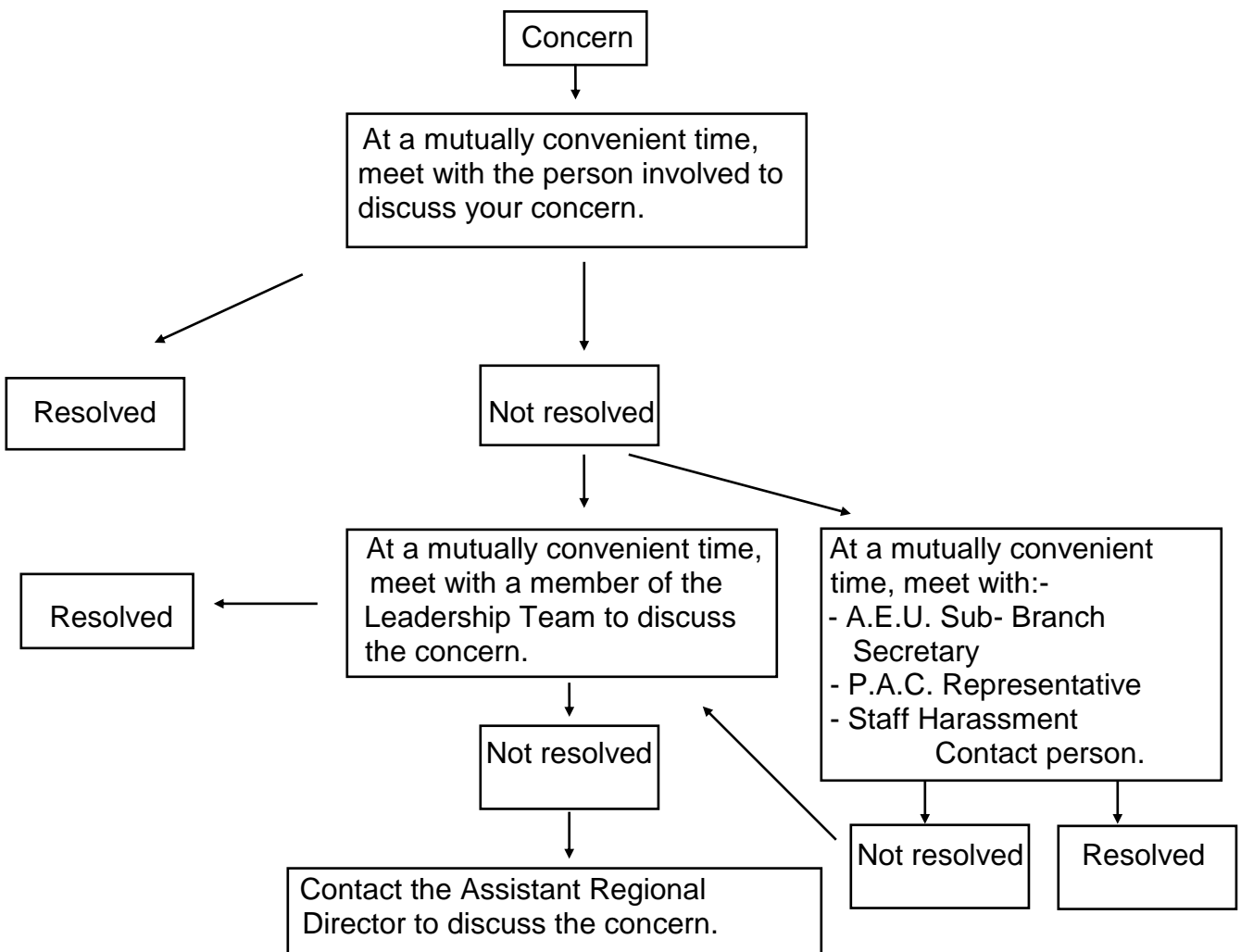
## Grievance Procedure

In order to maintain an effective and participatory school environment, a clear, simple process for all school and community members to raise grievances relating directly to school or staff issues must be in operation to ensure a resolution is met for all parties.

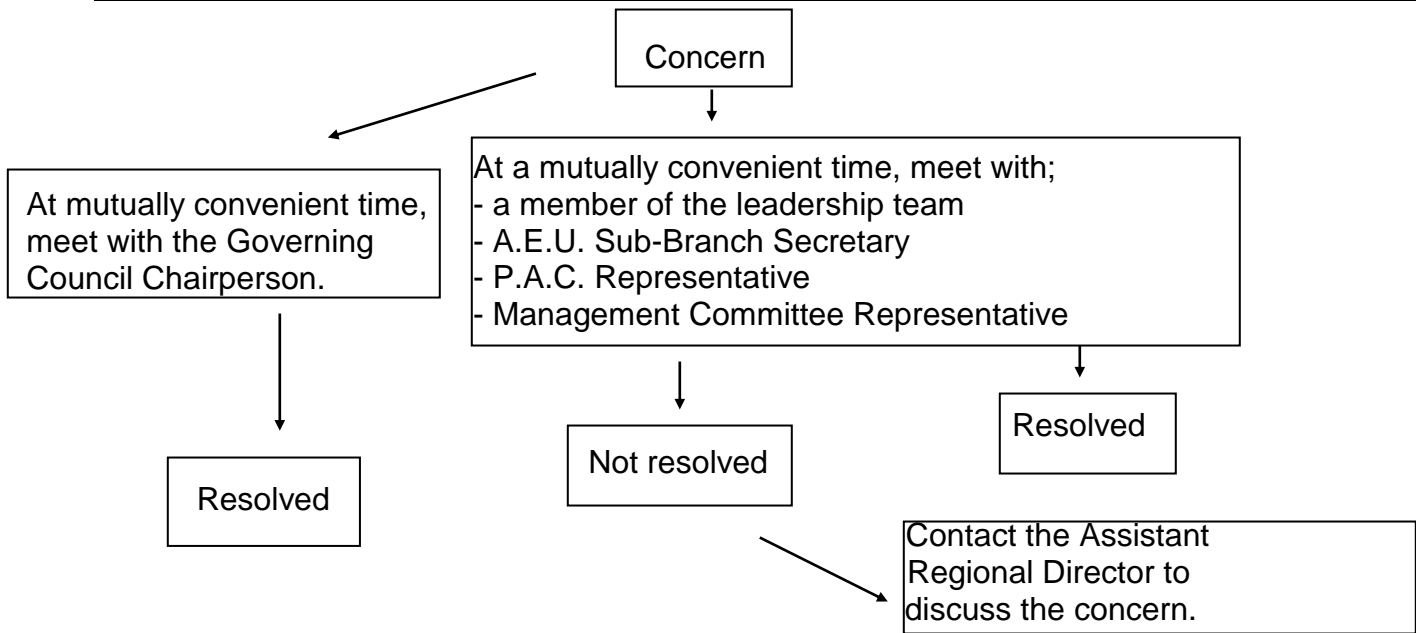
If you have a concern, it is advised that you begin the process within **5 days** of the event or issue. If this does not occur, it will be seen that you have decided not to address the issue. When arranging the meeting, please advise the other party if you wish to have a support person, so they have the option of bringing someone as well.

The following process enables grievances relating to school policy, curriculum, staff and management to be raised, discussed and a resolution reached. All matters raised will be treated seriously and with strict confidentiality without fear of reprisals.

### Grievances related to Staff and Classroom Operations



## Grievances related to School Policy and Operations



## Grievances related to the School Principal

