

Mypolonga Primary School

Grievance Procedure

The school will deal with any issues if they are raised in the ways outlined here.

At Mypolonga we believe it is important for students to learn how to first deal with any issues themselves. If an issue is not resolved by them, we encourage you to follow the parent's grievance procedure.

Student Grievance Procedure



Parent Grievance Procedure

Classroom

- Talk to your class teacher
- If issue still not solved, talk to the Wellbeing Leader or PCW
- If you still need help, speak to the Principal
- Go to parent Grievance Procedure

Yard

- Speak to the yard duty teacher
- If problem not solved, speak to your class teacher



- First check the student has followed the procedure
- Contact the class teacher or teacher involved via email
- If not resolved, contact the Principal

If issue still not resolved...
Formal Negotiation - this would involve the Education Director.