



ABBOTS FARM JUNIOR SCHOOL

Learners for Life

Farmers Forever

Ambitious, Healthy Bodies and Minds, Reflective, Resilient

Abbotts Way, Rugby,

CV21 4AP

Tel: 01788 576074

Email:

admin2421@welearn365.com

Abbots Farm Junior School Complaint Form

(Please complete and return to Head teacher who will acknowledge receipt and explain what action will be taken).

Your Name:

Address:

.....

Postcode:

Daytime telephone number:

Evening telephone number:

If applicable, name of child(ren) at school:

Please give details of your complaint:

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What action, if any, have you already taken to try and resolve your complaint? (who did you speak to and what was the response?)

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Your relationship to the school, e.g. parent, carer, neighbour, member of the public:

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

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

.....
.....

Signature: Date:

Official Use: Date of acknowledgement sent:

By whom:

Complaint referred to:

Date of referral:

