## School name… Complaint form

# Section A – Your Details

Title – Mr/Mrs/Ms/Other

Surname

Forename

Home Tel No

Mobile Tel No

Email Address

Address and Postcode

How would you prefer us to contact you?

# Section B

Please give details of your complaint here … (please use a continuation sheet if necessary)

What would constitute a satisfactory resolution of your complaint?

## School name… Complaint review request form

# Section A – Your Details

Title – Mr/Mrs/Ms/Other

Surname

Forename

Home Tel No

Mobile Tel No

Email Address

Address and Postcode

How would you prefer us to contact you?

# Section B

Please give reasons why you consider the response to your complaint from the Chair of Governors should be reviewed…

What would constitute a satisfactory outcome by way of resolution of your complaint?