

## ***COMPLAINT PROCEDURE***

The Procedure for Processing Complaints is enclosed. It is available to parents/guardian if other attempts to resolve concerns have been unsuccessful.

Parents/guardian who are dissatisfied about a situation should first contact the person with whom they have a disagreement. If resolution is not reached at that level, parents/guardian may wish to speak with an administrator in the building. Most concerns can be resolved at the building level.

If concerns remain, parents/guardians may wish to file a formal complaint. The enclosed form may be utilized in such a circumstance. Additional forms may be obtained from schools or from the Office of Student Services, at 6548 Orinoco Avenue.

Just as your child is and should be your foremost priority, All of Perry Township's students are the foremost priority of this school district. We are committed to reaching solutions that meet the needs of ALL students in the township.