

## **COMPLAINTS**

We take complaints seriously and try to resolve them in the most appropriate, efficient and confidential manner possible:

- If you or your child has a complaint about a student, other than your own child, you should raise it with your child's class teacher.
- If you or your child has a complaint about a staff member relating to teaching and learning, the issue should first be discussed with the relevant teacher or the principal.
- If you or your child has a complaint about the inappropriate behaviour of a staff member, towards any child or young person, your concern should be directed to the Principal and confidentiality must be maintained (refer to Information under "Child Protection Legislation Requirements").