



Flinders View Primary School and Preschool Grievance Procedure

We support the right of any member of the school community, who believes they haven't been supported or their grievance hasn't been addressed.

It is important that these discussions are kept confidential. It is also important that people ascertain the correct information prior to making a judgement or form an opinion.

STUDENTS

1. *Arrange a time to speak to the teacher*
2. *If the problem is not resolved, let the teacher know you will be speaking to someone else,*
3. *Arrange a time to speak to the Principal*

PARENTS

1. *Arrange a time to speak to the teacher*
2. *If the problem is not resolved, let the teacher know you will be speaking to someone else.*
3. *Arrange a time to speak to the Principal*
4. *If you are still dissatisfied approach the Education Director*

STAFF (TEACHERS / SSO's / AECO's)

1. *Arrange a time to speak to the person concerned.*
2. *If the problem is not resolved, speak to your Line Manager and ask their support in addressing the grievance.*
3. *If you are still dissatisfied speak to someone else in the Leadership team or the Grievance Contacts / OHSW Person.*
4. *If the problem has still not been resolved approach the Education Director*