SRE complaints report

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| Date: |  |
| Name of Parish: |  |
| Name of person receiving complaint: |  |
| Position of person receiving complaint: | ❑ Rector  ❑ SRE Coordinator |

Details of Complaint

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| --- | --- |
| Person lodging complaint: |  |
| Position:  *(Eg School teacher, Principal, Parent)* |  |
| Person complaint is about: |  |
| Type of complaint: | ❑ Teaching inefficiency  ❑ Lesson content  ❑ Organisation of SRE  ❑ Teacher compliance  ❑ Other |
| Details of complaint: |  |
| Details of contact with complainant: |  |
| Steps taken to resolve/manage complaint: |  |

Result of Complaint

|  |  |
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| Outcome of complain:  *(including how and whether concerns were substantiated)* |  |
| Action taken in response to complaint: |  |
| Steps for further follow up:  *(Please include who is responsible for this action)* |  |

Notification of Outcome

Outcome of complaint has been communicated to the following:

❑ Rector

❑ SRE Coordinator

❑ Person lodging complaint

❑ Person complaint is about

❑ Other SRE Providers (where a combined arrangement is in place)