



THE MOUNTAIN CAMBRIDGE SCHOOL

POLICY S10P7

S10: STAFF

P7: PARENT COMPLAINTS

Complaints with respect to Teachers conduct

1. All complaints/concerns to be lodged in writing to the principal and will be handled on an individual basis, no anonymous complaints will be considered.
2. Principal will at own discretion set up a meeting if deemed necessary.
3. Following the meeting the principal will decide if adequate grounds for an investigation is deemed
 - a. Adequate grounds will be deemed the following:
 - i. Abusing the teachers code of conduct
 - ii. Inadequate standards
 - iii. Lack of classroom discipline
 - iv. Poor academic performance
 - v. Distractive behaviour
 - b. Inadequate grounds
 - i. Personal issues
 - ii. Matters arising from allowed/approved disciplinary action
 - iii. Non 'classroom' activities
4. The principal will appoint an investigating official. (IO)
5. The IO will lead the investigation, call witnesses, take statements and write a concise report with recommendations.
6. If necessary, the principal may instigate formal disciplinary action following the outcomes of the investigation.
7. The principal will provide the complainant with a summary of the findings and consequences of the investigation within a reasonable time.
8. The principal's decision and actions will be final.