

## Complaints Form

Name of Complainant		
Date		
Contact Details of Complainant		
Status (Parent / Public etc)		
Format of Complaint (Letter /		
Email etc)		
Details of Complaint		
Received by	Date	Passed To
Entered on Complaints Log	Date Responded to	Response by

Embleton View is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. It is our aim that all students fulfil their potential.