

Le Monde French Immersion Public Charter School
Suggestion or Complaint regarding
an Employee, Program or Practice

The public charter school is interested in suggestions and complaints involving employees and programs. When registered, we are interested in investigating the incident to see if there has been a misunderstanding or if some corrective action should be taken to improve the public charter school.

As both complaints and suggestions are of value to the public charter school, we welcome comments and request you fill in the information below.

Name of Employee _____
Date of Suggestion/Complaint

Nature of Suggestion, Complaint: _____

Source of your information: _____

Justification of your feelings: _____

Remedy sought: _____

Signature _____
Date

I have read the above, but do not necessarily agree.

Employee: _____ Date: _____

Address: _____

Immediate Supervisor: _____ Phone: _____ Date: _____