



# St Mary's Catholic College Wallasey

## College Complaint Form

Please complete and return to the Clerk to the Governors who will acknowledge receipt.  
Please photocopy this form if you have more than one aspect to your complaint.

Your name:

Student's name:

Your relationship to the student:

Address:

Postcode:

Day time telephone number:

Evening telephone number:

1) Please give details of your complaint.

2) What action, if any, have you already taken to try and resolve your complaint.  
(Who did you speak to and what was the response)?



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3) What actions do you feel might resolve the problem at this stage?

4) Are you attaching any paperwork? If so, please give details.

Your Signature:

Date: