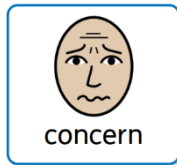


## Complaints Policy for Students

What is a



A concern is when you have worries or doubt about a situation and would like to talk it through with someone. All staff members at Ashley Park School are here to listen to your concerns.

What is a

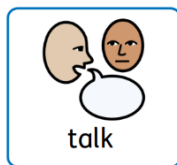


A complaint is when something has happened that might have made you feel sad or unsafe and you want to tell someone about it.

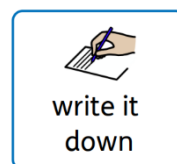
What can I do if I have a



If you feel unhappy or worried about something at school, and want to make a complaint, you can talk to an adult. You can talk to any adult you feel comfortable and safe with.



If you make a complaint to an adult, the adult will need to make a record of it – this just means writing it down so that they remember what you have said to them.



We want you to know that adults cannot keep secrets for you and may have to share information with other people to keep you safe.



All staff members at Ashley Park School want you to be happy and stay safe, so we will always listen and take your complaints seriously.

We will do everything we can to help you feel safe and listened to.

