



Decoy Community Primary School

Deer Park Road, Newton Abbot, Devon TQ12 1DH

Tel: (01626) 353282

Headteacher: Mrs. Heather Poustie

admin@decoyschool.co.uk

Complaint Form

Please complete and return to Mrs Poustie, Headteacher or Dr D Masheder, Chair of Governors who will acknowledge receipt and explain what action will be taken.

Your name	
Pupil's name:	
Your relationship to the pupil:	
Address and Postcode	
Day time telephone number:	
Evening telephone number:	
Please give details of your complaint.	
What action, if any, have you already taken to try and resolve your complaint. (Who did you speak to and what was the response)?	



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

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

Signature:

Date:

Official use

Date acknowledgement sent:

By who:

Complaint referred to:

Date:



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