

Northstowe Karate Club Complaints Policy

We take our responsibility to treat our members fairly and with respect very seriously. Accordingly, whilst it's always disappointing to hear of a complaint, we welcome the opportunity to resolve your concerns and improve the way in which we run our club.

Raising A Complaint

We're sorry you need to raise a concern with Northstowe Karate Club. Regardless of the nature of your concerns, we want you to know that it will be taken seriously and dealt with as a priority. We welcome complaints via e-mail E-Mail Address: info@northstowekarate.com

Please feel free to raise minor matters with your instructor before or after classes too; we're here to help. **### How We Will Receive And Deal With Your Complaint** We will always acknowledge receipt of any complaint raised within 7 days. From there, we will try and respond in full to your concern or complaint within 2 working weeks. We will respond to your complaint in writing.