

West Central School District 49-7



STUDENT GRIEVANCE FORM

A grievance is defined as a complaint in writing presented by a student to the school staff/authorities alleging one or more of the following:

- a. That a rule is unfair; and/or
- b. That a rule in practice discriminates against or between students based on age, race, sex, religion, national origin, disability, sexual orientation and other human differences.; and/or
- c. That school personnel used an unfair procedure in assessing a form of punishment against a student.

COMPLAINT

Check one:

Date_____

Counselor, Level 1: _____

Principal, Level 2: _____

Superintendent, Level 3 _____

School Board, Level 4: _____

I, _____, hereby file a grievance complaint to _____.

My grievance is based on A.____ B.____ C.____ above. (More than one space may be checked.)

Specifically, my grievance is that_____

I hereby petition for a hearing on my grievance at the convenience of the school's personnel, but in no event later than five school days from the date of this petition.

Signature of Student:_____

The student may be represented at the conference by an adult, but the student must be present to elaborate on his/her grievance at the given time and place of the conference. Failure to appear at the appointed time and place effectively waives the student's right to the conference provided by the school, unless extenuating circumstances make it impossible for the student to appear.

SCHOOL'S RECORD

Date received_____

Date of conference_____

Place of conference_____

Time of conference_____

Comments:_____

Resolution:_____

Signature of School Representative:_____