



Student/Parent Concern Form

The Informal Complaint Resolution Process begins by scheduling an informal conference using the ***Student/Parent Concern Form*** below.

Parent Name:	Telephone:	Email Address:
Student First Name:	Student Last Name:	
Student Grade:	Teacher Name:	
<p>Please state concern to include as many details as possible.</p>		
<p>A teacher's availability depends on his/her planning schedule which occurs during the school day. Please provide 2 of your best weekdays in which you are available to meet with the teacher. A scheduled meeting will be provided by the teacher via email within 5 business days of this submission.</p> <p> <input type="checkbox"/>Monday <input type="checkbox"/>Tuesday <input type="checkbox"/>Wednesday <input type="checkbox"/>Thursday <input type="checkbox"/>Friday </p>		