

NATURAL SCIENCE
ACADEMY



Complaint Policy

Receiving a complaint:

In the event a complaint should arise from a parent, student, staff member, or committee member, it should first be brought up to the person involved in the complaint. If it cannot be resolved between the parties involved, a verbal or written complaint should be given to a lead teacher. If a lead teacher is involved in the complaint it may be reported to the compliance coordinator or alternate lead teacher.

Resolving a complaint:

After a complaint has been received the administrative staff will investigate the complaint and make a determination. If the issue cannot be solved at this level it may be brought to the board chair who will work with the administrative team to solve the issue.