

Policy for Complaints against the Curriculum

Introduction -Adopted from LBC Policy

To give advice to parents or guardians who wish to complain about the content of the curriculum and advice on how to proceed with a complaint.

Definition

Parents may complain if they consider that the school is not doing one or more of the following:

- Providing a curriculum that meets the needs of their child
- Complying with the law on charging for school activities
- Providing religious education and daily collective worship
- Providing statutory information
- Carrying out a statutory duty

Aims and Objectives

- To enable the school to address any curriculum issues raised by parents or guardians
- To have a procedure in place to be able to deal effectively with any such complaint

Implementation

All staff should be aware of the policy and abide by the guidelines set out. Training should be given where appropriate or necessary.

Procedures for Parents and Carers

- Make an appointment to put your complaint to the Headteacher
- If you are not satisfied you can refer the matter to the Governing Body
- If you remain unsatisfied you can refer the matter to the Local Authority, which will hear your complaint within 15 days
- The LA must inform the complainant of the decision and required action

Role of the Headteacher

- Take all complaints seriously and deal with them sensitively
- Request that the complaint be put in writing so that it can be investigated
- Respond to the complaint personally
- Involve other members of staff as appropriate
- Where necessary, explain the legal position with regard to the national Curriculum, and the scope available to the school to make changes
- Ensure that the governing body is made aware of any complaints and provided with guidance to assist the decision making process

Role of the Governing Body

The governing Body will:

- Appoint a complaints committee of three governors to hear the complaint and advise the Headteacher on actions or decisions required. The committee will write to the complainant explaining the action taken on their right of appeal to the LA if this is their wish.

Arrangements for Monitoring and Evaluation

The governing body will receive a yearly report from the complaints Committee indicating the number and nature of complaints, the recommended action or decisions taken and the outcomes of those decisions.

Relationship to other policies

This policy should be read in conjunction with our Policy for Dealing with Complaints, and individual curriculum policies.

The Policy for Complaints against the Curriculum will be monitored and reviewed by the Governing Body on an annual basis.

Policy updated: December 2015

Staff responsible: Headteacher

This policy was ratified by the Governing Body on: 2nd December 2015

Signed on behalf of the Governing Body: _____ (signature)

_____ (printed)