



Grievance Procedure



If a parent has a complaint against a teacher he/she should see the teacher (by appointment) at the earliest opportunity. The issue will usually be resolved to the satisfaction of both parties.

If the parent is still dissatisfied, he/she should bring the matter to the attention of the Principal, who having listened to both sides will try to settle the issue to the satisfaction of both parent and teacher.

If the issue is still unresolved, it should be passed to the Board of Management, in writing, through the Chairperson.

If the Board fails to resolve the matter, the complaint should be forwarded to the Department of Education & Science, in writing.

Complaints regarding the organisation of the school should be made in the first instance to the Principal, who is available by appointment. Constructive suggestions are always welcome.

An anonymous complaint will not be entertained by a teacher, Principal, Board of Management or the Department of Education. The Parents' Association will not involve itself in a complaint by a parent against a teacher. It is not its function and any attempt to involve members of the committee could damage the relationship of harmony and trust which exists between the association and the staff.