Archbishop Benson School

COMMENTS, COMPLAINTS OR COMPLIMENTS

Please give as much detail as possible and continue on a separate sheet if necessary.

Please follow your schools complaints procedure.

This document must be returned in the first instance to the Chair of Governors.

Name _____

Address _____

_____

Telephone Number (daytime) _____

Today's date _____

Details of your comment, complaint, or compliment:

It would assist us in our investigation if you could also advise us what outcome you are seeking.

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