



# Pukekohe North School

Princes Street, Pukekohe. Phone 0-9-238-8552

## Complaints Register

| Date received | Complainant Name | Contact details |       | Received by | Receipt of notification within 24 hours | Notify people involved | Meet with complainant |       | Meet with kaimahi/staff |       | Notify Teaching Council if required | Resolution reached | Reported to board | Review of process by board |
|---------------|------------------|-----------------|-------|-------------|-----------------------------------------|------------------------|-----------------------|-------|-------------------------|-------|-------------------------------------|--------------------|-------------------|----------------------------|
|               |                  | Email           | Phone |             |                                         |                        | Initial               | Final | Initial                 | Final |                                     |                    |                   |                            |
|               |                  |                 |       |             |                                         |                        |                       |       |                         |       |                                     |                    |                   |                            |
|               |                  |                 |       |             |                                         |                        |                       |       |                         |       |                                     |                    |                   |                            |
|               |                  |                 |       |             |                                         |                        |                       |       |                         |       |                                     |                    |                   |                            |
|               |                  |                 |       |             |                                         |                        |                       |       |                         |       |                                     |                    |                   |                            |
|               |                  |                 |       |             |                                         |                        |                       |       |                         |       |                                     |                    |                   |                            |
|               |                  |                 |       |             |                                         |                        |                       |       |                         |       |                                     |                    |                   |                            |
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|               |                  |                 |       |             |                                         |                        |                       |       |                         |       |                                     |                    |                   |                            |



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DRAFT