

Millwood Public Schools 6724 Martin L. King Oklahoma City, OK 73111	Policy J-25 Adopted: 4/1/96 Revised:
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STUDENT COMPLAINTS

The Board believes procedures should be established for resolving disagreements between staff members and students and between students and teachers.

1. Responsibility for handling a complaint begins with the building principal. The student and/or parent should contact the building principal and inform him/her of the nature of the complaint.
2. The superintendent of schools is responsible for handling complaints that have not been resolved by the building principal. The student and/or parent should file a written complaint with the superintendent advising of the nature of the complaint and the previous attempts at resolution.

The superintendent of schools is the final level of appeal for complaints that have not been resolved by the principal. Students reporting alleged violation of rights by school personnel will be protected from retaliatory action.