

Portage Path Community Learning Center Complaint Procedure

Last reviewed August 2023

Complaint procedure

COMPLAINT PROCEDURES for concerns within Portage Path CLC, an IB World School

“It is the desire of the district to rectify any misunderstandings between the public and the district by direct discussions in an informal, timely manner among the interested parties. The APS district procedure for resolving any oral or written misunderstandings or complaints from parents and/or stakeholders concerned with the appropriate delivery of services to children is simple and straightforward. All complainants should first contact the child’s teacher, if applicable, to attempt to resolve any issues. If not resolved, the appropriate procedure is to contact the dean of students and or assistant principal (if applicable), then the building principal. In most cases, problems can be quickly resolved at the building level. If not resolved at the building, contact the executive director of elementary education. (General Provisions Regulations, at 34 CFR Sections 299.10-299.12)”

This district complaint procedure also applies to any complaints with regard to the IB PYP Programme.

A copy of this complaint procedure is posted on our website under the International Baccalaureate Programme tab, under “Policies”.