

valued
TRADITIONS



latest
INNOVATIONS

VOCATIONAL EDUCATION COMPLAINTS AND APPEALS FORM

Student to complete and submit to the Senior Pathways office (A30)

APPLICANT INFORMATION			
Student Name:		Student ID:	
Address:			
Telephone:		Email:	
Date of Incident:		Course:	
Type of Incident:			

DETAILS OF COMPLAINT/APPEAL/ASSESSMENT APPEAL

*Please attach a separate page if the space above is not sufficient to write the details of the details of complaint/appeal/assessment appeal.

Did you speak with your trainer to resolve the complaint? Yes No

Did you speak with the Student Pathways office to resolve the complaint? Yes No

Student's Signature:

Date:

Note: All complaints will be taken seriously and a written statement will be given, outlining the complaint or grievance, how it has been handled on appeal, the outcome and reasons for any decisions made.

Cairns State High School's grievance procedures does not limit the rights of students to take action under Australia's consumer protection laws.

OFFICE USE ONLY

Form received by:

Form Received date:

Signature Receiving Officer

Student Name:

Student ID:

Cnr Sheridan & Upward Streets, Cairns, Queensland • P.O. Box 5643, Cairns, Qld Australia 4870

Telephone: +61 7 4050 3033 • Facsimile: +61 7 4051 5972

Email: the.principal@cairnsshs.eq.edu.au • Website: www.cairnsshs.eq.edu.au