# **Oakey State High School**

**Complaints and Appeals Form** 

## **Section 1: Your details**

Date:

Title	🗌 Mr	Mrs	Ms	Other (specify)			
Family na	me:						
Given nan	nes:						
Postal address:				Post code:			
Phone:	(w):		(h):				
Email:							
Section 2: Compliant / Appeal details							

Subject/	qualification	of	study	/:
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You are: Making a complaint Making an appeal

## Please provide a detailed explanation of the complaint or appeal below:

#### **Section 3: Authorisation**

### Privacy Notice:

The information provided on this form will be used to follow up your complaint or appeal. The information may be provided to staff or external bodies who are in a position to remedy your complaint or appeal. The information will be stored securely and you may access or correct any personal information provided at any time by contacting the person to whom you submit this form.

Declaration: I confirm that all the information provided above is true and correct.

Signature:	
Name (print)	
	Office use only
Date received:	Received by(print name clearly) -
Register Number :	
	Received by(print name clearly) -