



Johnson K-8 School of International Studies  
Parent/Guardian/Student Complaint Procedures  
2021-2022



Parents and students do have the right to register complaints regarding IB programme-related decisions taken by the school. The steps are as follows:

- 1) Fill in the IB PYP Complaint form below.
- 2) Email this form to the IB PYP Coordinator, Shana Berg at [bergs@manateeschools.net](mailto:bergs@manateeschools.net).
- 3) Upon careful review, the admin team and IB Coordinator will discuss the complaint and share the results with the parent and students.
- 4) The complaint form will be filed in the office for future reference.

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Reason for complaint:

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