



To foster and preserve Indian cultural values amongst children of Asian Indian origin

Grievance Policy

Any grievance from students or parents against teachers, staff or parent volunteers must be provided formally in writing to the Secretary. Within two to four weeks after receiving the complaint, secretary will investigate and call a meeting where all parties concerned are present. Every effort will be made to resolve the issues amicably. In case a satisfactory resolution agreeable to all parties concerned is not reached, the issue will be turned over to the President for further deliberation. The resolution is documented and file closed.

GRIEVANCE FORM

Date Grievance Filed: _____

Person Filing Grievance: _____

Association with Bal Vihar: _____

(Teacher, parent, volunteer etc.)

Grievance For: _____

Nature of Grievance:

For Administrative Use Only

Action Taken: _____

How was decision made: _____

Who communicated to person filing grievance: _____