



Your Details

Student Parent

Staff Other

Please State

Name: _____

Address: _____

Telephone No _____

Date: _____

Email Address _____

We Will Respond

If you make a compliment, complaint or comment and give your name and address, you will receive a personal response.

A copy of our schools' formal complaints procedure can be obtained from the school website www.hetton-school.co.uk or by written request.



Respect. Learn. Achieve

Hetton School

North Road
Hetton Le Hole
Tyne and Wear

Phone: (0191) 562 33 22

E-mail: hetton.school@schools.sunderland.gov.uk

Hetton School



Respect. Learn. Achieve

Compliments Complaints and Comments



Respect. Learn. Achieve

At Hetton School we aim to work hard to continuously improve the service delivered so our students can reach their full potential and achieve the highest possible standards in all aspects of their spiritual, educational and personal development.

We value your constructive feedback.

We also appreciate your positive comments so we can celebrate good practice.

All communications will be recorded and acknowledged either verbally or in writing.



Comments Section

(Please tick as appropriate)

Compliment

Comment

Complaint

Please describe your Compliment/Comment/Complaint below:

P.T.O.

Thank you for completing this form.

Please return it to the school office for the attention of Mrs. J. McKeown / Mrs V. Kent

OFFICE USE ONLY:

Date Received _____ Referred to _____

Acknowledgement Sent (date) _____