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**STUDENT/PARENT COMPLAINT/GRIEVANCE FORM**

**LEVEL ONE**

Any student/parent filing a complaint must fill out this form completely and turn it in to the student’s principal. All complaints will be processed in accordance with FNG and FNG (LOCAL) or any exceptions outlined therein.

Visit our website at www.pasadenaisd.org. Policy On-line to F-Students.

1. Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Grade Level:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Campus:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Please state date of the event or series of events causing the complaint:

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See attachment

4. Please state your complaint including the individual harm alleged and the remedy sought:

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 See attachment

5. Please state specific facts of which you are aware to support your complaint (list in detail).

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See attachment

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Submitted:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_