

## Concerns

Occasionally students and/or family members have school-related concerns. First, the student should be urged and coached to speak directly and respectfully to the teacher or student with whom s/he has a concern. If the concern persists, the next step is for the parent/guardian to speak directly to the teacher. If the concern still persists, parents/guardians may call the school office to leave a message for Administration. Please note: an Administrator will respond within 24 hours. Any concerns related to overall school operations should be directed to office personnel. Administrators' are willing to meet with families about concerns, but their schedules do not allow for walk-in meetings. Please call to request a meeting with an administrator if you require one.

All conferences with school personnel must be pre-arranged. School personnel are only authorized to discuss concerns with adults listed on the registration documents.