



File KF-E

**PORTAGE LA PRAIRIE SCHOOL DIVISION**

**535 THIRD STREET N.W., PORTAGE LA PRAIRIE, MANITOBA R1N 2C4**  
**TELEPHONE 857-8756 FAX 239-5998**  
**PUBLIC COMPLAINT REPORT**

TO: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FROM: Name(s) \_\_\_\_\_

Address(es) \_\_\_\_\_

Telephone \_\_\_\_\_

1. NATURE OF THE COMPLAINT: This should be a description in your own words of the grounds for your complaint, including all names, dates, and places necessary for a complete understanding of your complaint. (You may use additional pages if you so desire.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Has the complaint been discussed with an employee, school principal, or supervisor?

\_\_\_\_\_

3. To whom have you spoken? Name(s): \_\_\_\_\_

\_\_\_\_\_

4. When? Date(s): \_\_\_\_\_

5. What was the result of the discussion? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date

\_\_\_\_\_

Signature of Complainant