



Irvine Unified School District
General Complaint Procedure for Parents and Guardians
(Reference: District Administrative Procedure 1312.1)

PARENT/GUARDIAN GENERAL COMPLAINT APPEAL TO SUPERINTENDENT

To: General Complaint Compliance Officer
SCHOOL SITE OF STUDENT:
SCHOOL SITE TO WHICH COMPLAINT PERTAINS:

Student Name
Parent Name(s)
Address
City, State, ZIP Code
Telephone (home)
Telephone (business)
E-Mail
Grade Level

REASON FOR APPEAL: Please state the reason(s) for your disagreement with the school site principal's written response and decision to your general complaint. Please also state your proposed resolutions to the issue(s) (attach additional sheets if necessary.)

Empty text area for providing the reason for appeal and proposed resolutions.

Please provide a signature below. All complaints should be dated.

Signature(s)
Date

FOR DISTRICT USE ONLY:
Date complaint received:
Name of General Complaint Compliance Officer:
Date complaint forwarded to Superintendent's Office:
Superintendent's Designee, if applicable