
The Hayfield School : Policy Statement: CURRICULUM COMPLAINTS PROCEDURE
Reviewed: December 2005

RATIONALE AND PURPOSE:

The school seeks to provide a framework in which parents and / or students can make a complaint about the structure and delivery of the curriculum.

Complaints should be in writing and addressed in the first instance to the Headteacher of the school.

The school will seek to respond positively to complaints and will give an initial response within seven working days of receipt.

The school will seek to treat all students as individuals but recognises that curriculum change can only occur if:

- There is no curriculum disadvantage to other students.
- Appropriate staffing and other sources are available.
- The school can continue to demonstrate that it is using resources effectively and securing value for money.

BROAD GUIDELINES:

- The school will seek to be flexible in its subject offer at Key Stage 4 and can accommodate varying demand in Humanities, Technology and Creative options.
- The school will trawl its Year 11 students in the February of their final academic year in order to assess demand for AS / A2 subjects and vocational courses. A further trawl will be conducted at the 6th Form Induction held in the July prior to entry into the 6th Form.
- School will continue to consider its curriculum structure on an annual basis and will seek to respond to local and national initiatives.

Where a complaint cannot be settled to the satisfaction of parents / students their final recourse is to the Governors of the school in the form of the Curriculum Sub-Committee.