

RESOLUTION OF STUDENT OR PARENT CONCERNS

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Background

The Seminary of Christ the King (SCK) believes that open, direct communication between students, parents, and school personnel serves the best interests of students and assists parents and school personnel in resolving a problem.

SCK encourages students and/or parents to discuss their questions or concerns regarding the education of their children with school personnel as early and as directly as possible.

Procedures

From time to time, students or parents may disagree with the decisions or actions of teachers and/or administrators concerning the education, health or safety of students. Some areas which may raise concerns relate to the assignment of students to classes or courses, grading practices, participation in or exclusion from school activities, or student discipline.

Students or parents who disagree with or wish to question decisions or actions that are taken by teachers and/or administrators are expected to seek a resolution by pursuing the following steps:

1. Teacher or Classroom Level Problem

- 1.1 Discuss the matter directly with the teacher whose judgment or decision is being questioned.
- 1.2 If not resolved, discuss your concern with the Rector.
- 1.3 If not satisfied with the outcome, discuss your concern with the Delegate.

2. Rector or School Level Problem

- 2.1 Discuss directly with the Rector the action, policy, procedure or practice being questioned.
- 2.2 If not resolved, refer to the Delegate.

Please be aware that final level for resolution of concerns is with the Rector. If you wish to appeal beyond this, the matter must be referred to the Delegate.
