

#22 N.A.G Five: - Health and Safety

Grievance Procedures for International Students

If you have a problem while you are at school, there are people available to help you.

1. If you are worried about your school work, you need to talk to your teacher. You may also talk with a the ESOL teacher. They will help you with your school work.
2. If you have a problem with another student who may be bullying you or calling you names you can talk to your teacher, year leader or ESOL teacher. If they are not available, you can talk with a Deputy Principal. They will want to talk with you to help you sort your problem out. They can also talk with the person who is causing you problems.
3. If you have a problem with your class teacher, you can talk with the year leader, ESOL teacher or a Deputy Principal. They can help you by talking with your class teacher on your behalf.
4. If you are having a problem at home you should talk with your class teacher who will let the Principal know.
5. When you meet with the ESOL teacher, you can let her know if you are having any problems at your homestay. You can also tell her if you haven't been able to talk with your parents by phone.
6. If you prefer you can ask your parents or caregiver to come and see the Principal. If your parents or caregiver do not speak English, an interpreter can be arranged.
7. If you still have a problem and none of the steps above have been successful, you or your parents or caregivers may contact the International Education Appeal Authority (IEAA):

Private Bag 92644
Symonds St
Auckland
NEW ZEALAND

Ph 09 632 9513
Fax 09 632 9456

Email info.ieaa@minedu.govt.nz

Ratified by Board

Signed G. Aoulker

Date 16/3/23

We are here to help you if you have a problem, so please ask for help straight away.