



Lakeside Charter Academy Parents Grievance Policy

Grievances

During the academic year problems and misunderstandings between students, parents, and teachers may arise. The best way to resolve these problems is to keep an open, yet orderly channel of communication between all parties. The following is a strategy that will allow an open channel of communication between parents and the staff of Lakeside Charter Academy.

The following steps are critical in maintaining a sense of discipline:

Step 1: Make an appointment with your student's teacher or team to discuss issues and concerns. Remember that teachers will not be able to have conferences and lengthy conversations in the classroom or in the hallway during instruction time. We ask that parents schedule appointments with staff in advance. If you are not satisfied with the results from a teacher conference proceed to step 2.

Step 2: Contact the principal and request a conference between yourself, the teacher, and the principal. The principal will contact you with the conference time and location. Please allow 3-5 days for a written response from the Principal unless it is an issue that threatens immediate safety, physical, mental, or emotional health or constitutes a criminal act. If you are not satisfied with the results of this conference, proceed to step 3.

Step 3: Fill out the conflict resolution form to request a meeting with the Lakeside Charter Academy Board of Directors. Please include your concerns and the results from the previous meetings. Please allow 3-5 days for a written response from the school unless it is an issue that threatens immediate safety, physical, mental, or emotional health or constitutes a criminal act.

