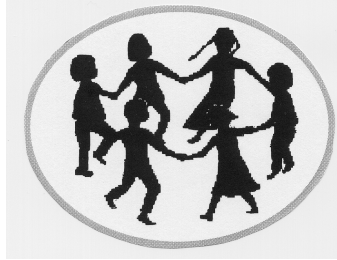


**MANOTICK CO-OPERATIVE NURSERY SCHOOL, INC.**

**&**

**RIVERSIDE SOUTH CO-OPERATIVE NURSERY SCHOOL, INC.**



## **PARENT GRIEVANCE POLICY**

**November 1<sup>st</sup>, 2011**

**5572 Doctor Leach Drive  
Manotick, Ontario K4M 1A6  
(613) 692-2188 (Phone)  
[www.manoticknurseryschool.ca](http://www.manoticknurseryschool.ca)**

**Manotick Cooperative Nursery School  
Riverside South Cooperative Nursery School**

**Parent Grievance Policy**

Families are encouraged to raise any grievances at a school level first. Speaking with the Teachers who have detailed knowledge of the child and the program will often provide the best and most immediate results.

Should this effort not resolve the grievance, families are encourage to contact the Director, who will set up a meeting between involved parties.

If a satisfactory outcome for all parties is not achieved after discussing the issue with both the Teacher(s) and the Director, the grievant may request that the Director initiate a meeting with the Chair/Vice Chair of the Nursery School and involved parties.

At all times, privacy and confidentiality will be maintained to the maximum extent possible.

As stated in the Parent's Manual, the Board of Directors, in consultation with the Director and teaching staff, reserves the right to terminate admission to any family if procedures are not followed, or if the program is not suitable for the child.

The Board of Directors, in consultation with the Director and teaching staff, also reserves the right to terminate enrolment if a child's/parent's/guardian's actions and behaviours are inappropriate.