

Complaints or Grievances

Complaints or grievance concerning classroom matters (grades, homework, attendance, etc.) should be discussed first with the classroom teacher and then with the principal, if necessary, to resolve a problem. Federal and state laws allow students to file a complaint, both verbally and in writing, when there are allegations of race, color, national origin, sex (including sexual harassment and sexual orientation, etc.), religion, gender and disability discrimination; and, harassment and/or bullying. Allegations of discrimination, bullying, or harassment should be immediately reported to a teacher or counselor and the principal. The principal will assist the student with completing and filing the complaint which should include a statement of facts, identification of witnesses, and any other pertinent and necessary information. Complaints should be filed within thirty calendar days of the alleged incident. All policies and/or procedures mandated by any agency of the State of Georgia will be followed. Any retaliation for filing a complaint is prohibited and any claims of such should be reported to the Governing Board.

Methods for resolving disputes between students and/or parents and TIMA:

The parent/student first meets with the most appropriate staff member in an attempt to resolve the dispute. If satisfactory resolution is not reached, the parent/student then meets with the Principal for a decision. If that decision is not satisfactory or not resolved, the parent/student asks the Governing Board President to set a meeting with the Governing Board