



MIAG Learner Complaints Form

"Your voice matters – we're here to listen."

 **Your Name (if you want to tell us):**

(You can leave this blank if you want to stay anonymous. However, this may mean that we are not able to fully help you with your concern)

 **Date:**

 **Where did the problem happen?**

(e.g. Classrooms, GOALS; Forest School; Outside, Lunch, Transport)

 **What are you unhappy or worried about?**

(You can write, draw or ask someone to help you)

How did it make you feel?

☒ You can tick more than one:

- ☐ Angry
 - ☐ Sad
 - ☐ Embarrassed
 - ☐ Left out
 - ☐ Unsafe
 - ☐ Confused
 - ☐ Other: _____
-

What would you like us to do to help or fix it?

Have you already told someone?

☒ Tick one:

- ☐ Yes — Who? _____
 - ☐ Not yet
 - ☐ I'd like someone to help me tell it
-

 If you want us to talk to a parent/carers, write their name here (optional):

☒ For staff use only (Leave this bit blank)

Received By:	
Date:	
Action Taken:	
Lessons Learnt:	
Complaint logged on tracker:	

You can hand this form to any member of staff or can email to admin@miag.co.uk

