

# Wayman Academy of the Arts

## Grievance Procedures



In some circumstances there may be a disagreement between parents, students and staff. If such a disagreement occurs please follow the guidelines listed below so the situation may satisfactorily resolved.

Think carefully about the situation; talk with your child to make sure you have all of the important information. Please remember our goal is to bring a resolution to your concern.

- **Please seek to resolve the situation with the teacher, if applicable. He/she should be your first line of communication. Keep those lines open and friendly.**
- **If the situation cannot be resolved with the teacher, please contact the school administration by phone or email.**
- **If the situation is not resolved satisfactorily with the administration and/or the teacher, parents may contact Wayman Academy of the Arts' Board Chairman, Dr. Mark Griffin, by phone. The Board Chairman will respond within three to five business days.**