



GRIEVANCES – SUPPORT STAFF

Grievance Form

A grievance is defined as a dispute raised by an employee arising from the interpretation, application, or alleged violation of Frontier School Division’s policies and regulations.

An employee who feels that a grievance exists is encouraged to discuss the matter with the Principal/Supervisor as the first step. This grievance form is used only when discussion with the Principal/Supervisor (Step 1, the informal grievance procedure) was unsuccessful. The formal procedure shall be followed in accordance with Regulation E.5.B-R.

EMPLOYEE NAME: _____
(Please Print)

TITLE/POSITION: _____

SCHOOL/LOCATION: _____

NATURE OF GRIEVANCE
(Provide details regarding any alleged violation of Frontier School Division’s policies and/or regulations.)

RESOLUTION REQUESTED ON GRIEVANCE
(Indicate how you feel this grievance should be resolved.)

Signature of Employee _____ Date _____

Date Submitted to Human Resources Coordinator _____

Step 1, Letter from Principal/Supervisor to Employee attached.

Adopted January 12, 2010		
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