

GRIEVANCE POLICY

APPEAL AGAINST GRIEVANCE RESOLUTION OUTCOME

Submitted by	Name:	
	Job Title:	
Stage 1 Resolution Manager:		

This form must be sent confidentially to the Trust HR Director by email to: TrustHR@olicatschools.org

1. I wish to formally appeal against the Stage 1 Resolution Manager's decision. I understand that the appeal will only be considered on one of the following grounds:
 - i. Procedural irregularity ie grievance procedure was not followed;
 - ii. Submission of new evidence;
 - iii. Other relevant evidence was not taken into account in the original meeting.

I attach:

- A copy of my original grievance
- The Stage 1 Resolution Letter

2. I disagree with the Stage 1 Resolution Letter because:

THIS POLICY DOES NOT CREATE ANY CONTRACTUAL OBLIGATIONS ON THE TRUST

This policy is based upon a template provided by the Catholic Education Service – November 2020 version

Grievance Policy and Procedure – Annex 2– Final_v1.0

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3. I will/will not* need special help at the Stage 2 Resolution Meeting.

4. My companion at the Stage 2 Resolution Meeting will be:

5. My companion cannot attend a Resolution Meeting on the following dates/times:

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I have read the Trust’s Grievance Resolution Policy and Procedure and am aware that false, malicious or vexatious grievances may result in disciplinary action against me for gross misconduct. I am aware that both the Grievance and the Appeal against Grievance resolution may be forwarded to the Diocesan Schools Commission and to the Designated Person for Child Protection. I am aware that a report on the outcome of this grievance may be submitted to the Local Academy Committee and/or Trust Board.

Signed:

Print name:

Date: