

**CLOVIS UNIFIED
SCHOOL DISTRICT**

**COMMUNITY RELATIONS
UNIFORM COMPLAINT PROCEDURES**

UNIFORM COMPLAINT PROCEDURES: PRESCHOOL COMPLAINT FORM

The Preschool Complaint Form: Uniform Complaint Procedures is set forth on the following pages and may be used for complaint alleging that a license-exempt California Preschool Program does not comply with any of the health and safety requirements specified in Health and Safety Code section 1596.7925.

Adopted: 06/15/2021

Doc# 49663-5 (04/2021, 05/2020)



EXHIBIT 1312.3(3)

UNIFORM COMPLAINT PROCEDURES: PRESCHOOL COMPLAINT FORM

Education Code section 8235.5 requires that the District's Uniform Complaint Procedures be used for the filing of complaints concerning noncompliance with health and safety standards for license-exempt California State Preschool Programs. The complaint and response are public documents as provided by law. Complaints may be filed anonymous; however, if you wish to receive a response to your complaint, you must provide the contact information below.

1. Response requested? Yes No

2. Contact information: (if response is requested)

Name: _____

Address: _____

Phone number: Home _____ Cell _____

E-mail address, if any: _____

3. Date problem was observed: _____

4. Location of the problem that is the subject of this complaint:

School name/address: _____

Room number/name of room/location of facility: _____

5. Only the following issues may be the subject of this complaint process. If you wish to complain about an issue not specified below, please contact the school or District for the appropriate District complaint procedure. Specific issue(s) of the complaint: ***(Please check all that apply. A complaint may contain more than one allegation.)***

a. The preschool does not have outdoor shade that is safe and in good repair.

b. Drinking water is not accessible and/or readily available throughout the day.

c. The preschool does not provide safe and sanitary restroom facilities with one toilet and handwashing fixture for every 15 children.

d. Restroom facilities are not available only for preschoolers and kindergartners.

e. The preschool program does not provide visual supervision of children at all times.

f. Indoor or outdoor space is not properly contained or fenced and/or does not provide sufficient space for the number of children using the space at any given time.

g. Playground equipment is not safe, in good repair, or age appropriate.

6. Please describe the issue of your complaint in detail. You may attach additional pages and include as much text as necessary to fully describe the situation.

Please file this complaint at the following location:

(Preschool administrator or designee)

(Address)

Please provide a signature below. If you wish to remain anonymous, a signature is not required; however, all complaints, even anonymous ones, should be dated.

Signature: _____

Date: _____ Print Name: _____

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