

## National School Chaplaincy Program Complaint Form

Please complete all fields.

Note: you can remain anonymous if you prefer.

**Surname:** .....

**Given Names:** .....

**Address:** .....

**Phone:** .....

**Email:** .....

**School Name:** .....

**Chaplain's Name:** .....

**Date of Incident (dd/mm/yyyy):** .....

### Category of Complaint

(Refer to ACT Guidelines section 7.1.1. Complaint may be more than one category)

- Code of Conduct – alleged serious breach
- Code of Conduct – alleged other breach
- Non-Code of Conduct – significant complaint
- Non-code of Conduct – other complaint
- Program administrative complaint

### Nature of Complaint:

(Please tick the box that applies to your complaint)

- Alleged breach of confidentiality
- Alleged counselling by chaplain
- Alleged proselytising by chaplain
- Alleged inappropriate referral by chaplain
- Alleged performance issues by chaplain

- Alleged child safety
- Opposition to the existence of the program
- Alleged lack of community consultation
- Alleged program implementation issues
- Issue with the specific chaplain
- Did not opt into the program
- Other (please give details below)

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**Details of the complaint**

(Please provide as much detail as possible – maximum 1500 words if necessary in an attachment).

Has the complaint been reported to other bodies?       Yes       No

If yes, provide details of to whom and when the complaint was made:

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**Privacy Notice**

The ACT Education and Training Directorate is collecting information on this form for the purposes of investigating and seeking to resolve your complaint in relation to the National School Chaplaincy Program. The Directorate manages information collected from you in accordance with the Privacy Act 1988

In investigating your complaint, the school/Directorate may give some or all of this information to:

- the ACT Education and Training Directorate
- the ACT Minister for Education and Ministerial staff
- the National School Chaplaincy Program Funding Recipients
- Schools and their staff
- Chaplains
- Directorate employees

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