

## **GRIEVANCE REDRESSAL COMMITTEE- 2023**

A Grievance Redressal Committee has been formed in our school to settle genuine grievances of students, staff and parents up to a satisfactory level so as to create a healthy relationship among the students, parents employees and employers. The grievance will include any matter relating to students and staff. The committee is requested to contribute effectively to dispose of the grievances at the earliest.

1. To deal with all the genuine grievances of students and staff of the school.
2. All complainants should submit their grievances to the committee in writing format.
3. The committee will meet at least once a month to resolve the grievances.
4. To take a conclusive decision and submit its recommendations to the deciding authority for removal of alleged grievances.
5. The student/staff shall bring up his grievance in a prescribed format immediately to the grievance cell without fail. The number of grievances settled or pending will be reported to the Principal/Director every month.

### **Committee members:**

1. Mr. S. Rajamohan- Chairman- Secretary
2. Mrs. R. Kanmani- Senior Principal- Secretary
3. Mr. Seldon Cosmas Fernandez- Principal- Secretary
4. Mrs. H. Thaheera Begum - Vice Principal- Member
5. Mrs. Ayshadul Subhani- Teacher- Member
6. Mrs. Mala- Teacher- Member
7. Mrs. Stella- Teacher- Member( parent)
8. Mrs. Fathima- Teacher- Member.