

## WE WELCOME YOUR VIEWS

### COMPLAINTS AND PRAISE FORM

New College Stamford prides itself on the level of service it offers to students, parents, carers, employers and the wider community.

The College is committed to resolving complaints in a timely and transparent manner, learning from events and changing practices.

Please complete this form (or ask someone to do it for you) and return to:-

Angela O'Reilly  
Director of Quality  
New College Stamford  
Drift Road  
Stamford  
Lincs  
PE9 1XA

Telephone: 01780 484300 Ext. 457  
Email: [qualityimprovement@stamford.ac.uk](mailto:qualityimprovement@stamford.ac.uk)

Date received:
Reference No:
Forward to:
Date:
Acknowledgement Date:

You can fill this out with someone else.

Name \_\_\_\_\_

Address \_\_\_\_\_

Postcode \_\_\_\_\_ Telephone \_\_\_\_\_ Email \_\_\_\_\_

Programme of Study \_\_\_\_\_

Student / Parent / Employer / Carer/ Other (please state) \_\_\_\_\_

Date of complaint or praise \_\_\_\_\_

What is your complaint or praise? *(Please explain as fully as possible)*

*(If there is not enough space, please continue on additional sheets and attach them to this document)*

Have you discussed this complaint or praise with anyone in the College?

Yes  No

If 'Yes', who \_\_\_\_\_

What would you like to happen now?

I confirm that the information provided is true to the best of my knowledge.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_