



# ST. VINCENT PALLOTTI SCHOOL (CBSE)

(CBSE/AFF/1130915, School Code - 30878)

At & P. O. Trimbak Vidya Mandir, Belgaon Dhaga, Vasali Road, Nashik - 422 213  
Maharashtra, INDIA. Office : 09422847387 / 0253 - 2971222, 2971221, 2971224

## Grievance Redressal Committee

### Objectives:

The objective of the Grievance Redressal Committee is to develop a responsive and accountable attitude among all the stakeholders to maintain a harmonious educational atmosphere in the school. The committee is expected to settle all genuine grievances of students, parents and staff amicably to create a healthy relationship among all stakeholders. contribute effectively to address and dispose the grievances at the earliest. The Members of the Grievance Redressal for the years 2023-2025 are as follows:

### Members:

SN	Name	Position	Designation
1	Fr. Linchu Paul Choorackal	Principal	Chairperson
2	Ms. Manisha C. Bhor	Supervisor	Secretary
3	Mr. Surendrababu M.	Parent Representative	Member
4	Ms. Bharti Arun Gosavi	Parent Representative	Member
5	Ms. Madhavi K Kalvit	Supervisor/Teacher	Member
6	Ms. Anjali Jagtap	Teacher	Member

### Responsibilities:

- **Receiving Grievances:** Accept, document, and categorize grievances or complaints from students, parents, teachers, and other stakeholders. These grievances can relate to various school-related issues, such as academic matters, discipline, bullying, harassment, discrimination, or policy violations.
- **Investigation:** Conduct a fair and impartial investigation into the grievances. This may involve interviewing affected parties, gathering evidence, and reviewing relevant policies and procedures.
- **Resolution:** Seek to resolve grievances by proposing solutions, mediating disputes, or recommending actions to address the concerns. The committee may work to negotiate settlements, implement corrective measures, or suggest policy changes.
- **Communication:** Keep the grievant informed about the progress of the investigation and the steps taken to address the grievance. Maintain confidentiality and privacy to the extent possible, while also adhering to child protection and privacy laws.
- **Policy and Process Improvement:** Identify patterns or systemic issues revealed by grievances and recommend changes to school policies, procedures, or practices to prevent similar problems in the future.
- **Documentation:** Maintain accurate and confidential records of all grievances received, the steps taken to address them, and the outcomes.
- **Reporting:** Regularly report on the status and resolution of grievances to the school's administration, governing body, or relevant authorities, as required by school policies or regulations.



ST. VINCENT PALLOTTI SCHOOL

CBSE/AFF/1130915

At & P. O. Trimbak Vidya Mandir

Belgaon Dhaga, Vasali Road, Nashik - 422 213, M. S. INDIA

Office : 09422847387 / 0253 - 2971222, 2971221, 2971224

PRINCIPAL

The Nagpur Pallottine Society, Nagpur - 440006 (Reg. No. : MH-02/03, F19714)  
Email : svpsnk@gmail.com | Website : www.vincentpallottischoolnashik.com