

Administrative Procedures

AP 1506: Office of the Ombudsperson Referral

The British Columbia government has established the Office of the Ombudsperson. From time to time, individuals may choose to take their complaints about a school or the district to the Ombudsperson.

Procedures

- 1. According to the guidelines and practices of the Office of the Ombudsperson, notification of a complaint to the Ombudsperson will either be made directly to the school involved or the district, depending on the circumstances of each complaint.
- 2. Referrals from the Office of the Ombudsperson will be made to the Superintendent or designate.
- 3. Principals or other staff receiving notice of complaint regarding their school or school district employment shall inform the Superintendent or designate in writing that an investigation is taking place.
- 4. Details of concluded investigation(s) shall be kept on file at the school and copies of final results supplied to the Superintendent's office.

Legal References: Sections 20, 22, 65, 85 School Act

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