**COMPLAINTS FORM**

The Complaints Form should be used in conjunction with Empower Youth Zones Complaints Policy.

|  |  |
| --- | --- |
| COMPLAINANT NAME: |  |
| CONTACT NUMBER: |  |
| EMAIL: |  |
| ADDRESS: |  |

|  |  |
| --- | --- |
| DATE OF COMPLAINT: |  |
| COMPLAINT MADE BY: | o Email o Letter o Telephone ¨ Verbally to a Empower Youth Zones Staff Member\* |
| \*STAFF MEMBER NAME: |  |
| COMPLAINT DETAILS: |
|  |
| COMPLAINANT SIGNATURE: |  |
| STAFF MEMBER SIGNATURE:(if applicable) |  |

Please complete the form in full and sign and email or post/deliver to the address below.

Complaints relating to **Salford Youth Zone**:

Geoff Hodges - Director of Operations

Salford Youth Zone

51 Belvedere Road

Salford

M6 5EJ

geoff.hodges@salfordyouthzone.org

Complaint relating to **Hideout Youth Zone**:

Alex Thompson - Director of Operations

HideOut Youth Zone

1 Queens Avenue

Gorton

M12 5PX

alex.thompson@hideoutyouthzone.org