SIMI VALLEY UNIFIED SCHOOL DISTRICT
NOTICE TO PARENTS/GUARDIANS, STUDENTS, AND TEACHERS: PRESCHOOL COMPLAINT RIGHTS

Parents/Guardians, Students, and Teachers:

Pursuant to Education Code 8212, you are hereby notified that any California State Preschool Program that is exempt from licensure must have:

1. **Outdoor shade that is safe and in good repair**
2. **Drinking water that is accessible and readily available throughout the day**
3. **Safe and sanitary restroom facilities with one toilet and handwashing fixture for every 15 children**
4. **Restroom facilities that are available only for preschoolers and kindergartners**
5. **Visual supervision of children at all times**
6. **Indoor and outdoor space that is properly contained or fenced and provides sufficient space for the number of children using the space at any given time**
7. **Playground equipment that is safe, in good repair, and age appropriate**

If you choose to file a complaint alleging that any of the above conditions is not being met, your complaint will be addressed through the district's uniform complaint procedures as required by law. A complaint form may be obtained at the school office or district office, or downloaded from the school or district website. You may also download a copy of the California Department of Education (CDE) complaint form from the following website: http://www.cde.ca.gov/re/cp/uc. However, a complaint need not be filed using either the district's complaint form or the complaint form from the CDE.

SIMI VALLEY UNIFIED SCHOOL DISTRICT
PRESCHOOL COMPLAINT FORM
UNIFORM COMPLAINT PROCEDURES

Education Code 8212 requires that the district's uniform complaint procedures be used for the filing of complaints concerning noncompliance with health and safety standards for license-exempt California State Preschool Programs. The complaint and response are public documents, as provided by law. Complaints may be filed anonymously. However, if you wish to receive a response to your complaint, you must provide the contact information below.

Response requested? ❑ Yes ❑ No

Contact information: (if response is requested)

Name: _____ Address:_____

Phone number: Day: _____ Evening: _____

E-mail address, if any: _____

Date problem was observed: _____ Location of the problem that is the subject of this complaint: _____

_____

School name: _____ School address: _____

Room number: _____ Name of room:_____ Location of facility: _____

_____

Only the following issues may be the subject of this complaint process. If you wish to complain about an issue not specified below, please contact the school or district for the appropriate district complaint procedure.

Specific issue(s) of the complaint: (*Please check all that apply. A complaint may contain more than one allegation.)*

❑ The preschool does not have outdoor shade that is safe and in good repair.

❑ Drinking water is not accessible and/or readily available throughout the day.

❑ The preschool does not provide safe and sanitary restroom facilities with one toilet and handwashing fixture for every 15 children.

❑ Restroom facilities are not available only for preschoolers and kindergartners.

❑ The preschool program does not provide visual supervision of children at all times.

❑ Indoor or outdoor space is not properly contained or fenced or does not provide sufficient space for the number of children using the space at any given time.

❑ Playground equipment is not safe, in good repair, or age appropriate.

Please describe the issue of your complaint in detail. You may attach additional pages and include as much text as necessary and as you wish to fully describe the situation.

_____

_____

_____

Please file this complaint at the following location:

Assistant Superintendent, Educational Services
Simi Valley Unified School District
101 W. Cochran Street
Simi Valley, CA 93065

Please provide a signature below. If you wish to remain anonymous, a signature is not required. However, all complaints, even anonymous ones, should be dated.

_____ _____

Signature Date