

NP3 Enrollment Complaint Procedures

NP3 encourages parents, guardians, and students to direct any enrollment complaints or concerns to the school's Executive Director, Tom Rutten (trutten@natomasunified.org). In order to submit a formal complaint to our charter school authorizer, please complete this complaint form and submit the document electronically or in hard copy, to the following location:

Natomas Unified School District
Constituent and Customer Services
1901 Arena Blvd.
Sacramento, CA 95834
customerservice@natomasunified.org
(916) 561-5253

CHARTER SCHOOL COMPLAINT FORM

Name: _____ Email: _____

Mailing Address: _____

Date of Problem: _____ Phone Number: _____

Charter School (include address):

California *Education Code (EC)* Section 47605(d)(4) allows a parent or guardian to submit a complaint to the charter school authorizer when a charter school discourages a pupil's enrollment, requires records before enrollment, or encourages a pupil to disenroll. Please identify the basis for this complaint below, with specific facts, which support your complaint.

Basis of complaint (check all that apply):

- Pupil was discouraged from enrolling or seeking to enroll in the charter school.
- Records were requested to be submitted to the charter before enrollment.
- Pupil was encouraged to disenroll from the charter school or transfer to another school.

Please provide further details:

Please file this complaint with the authorizer of the charter school listed on the preceding page electronically or in hard copy.