

# A.W. Beattie Career Center

## STUDENT GRIEVANCE PROCEDURE

If you have a concern relating to the curriculum, program selection or the accessibility of any program available at A.W. Beattie Career Center, please follow the procedure listed below:

1. Contact the teacher and/or the School Counselor to discuss and resolve the situation.

*If the situation is not resolved.*

2. Request a formal meeting with the teacher and the School Counselor to resolve the situation.

*If the situation is not resolved.*

3. Request a meeting with the teacher, School Counselor, and the Principal to resolve the situation.

*If the situation is not resolved.*

4. Request re-assessment by the A.W. Beattie Career Center School Counselor or your home school counselor.

*If the situation is not resolved.*

5. Request formal intervention by the Title IX and Section 504 Coordinator or the American Disabilities Coordinator.

The Title IX and Section 504 Coordinator and the American Disabilities Coordinator for A.W. Beattie Career Center is the Executive Director

*If the situation is not resolved.*

6. If resolution cannot be established, request a formal hearing with the A.W. Beattie Career Center.

7. Timeline for Student Grievance Procedures shall follow the established timeline within Policy 103.

*Copy of Student Grievance Procedure (Posted in each classroom)*

A.W. Beattie Career Center  
9600 Babcock Boulevard  
Allison Park, PA 15101