**Mid Calder Primary School Complaints Procedure**

**If you have any concerns please let us know.**

**There are several ways to do this:-**

1. Speak to a member of staff.
2. If you are still unhappy after discussing the matter with the staff and/or Head Teacher, you can contact :-

**Care Inspectorate**

[www.scswis.com](http://www.scswis.com/)

Telephone: 0845 600 9527

Fax: 01382 207 289

Web: Online complaints form

Email: enquiries@careinspectorate.com

3. You may also contact **West Lothian Council Customer Service Centre**

West Lothian Council

West Lothian Civic Centre

Howden South Road

Livingston

EH54 6FF

Tel.no. 01506 280000

customer.service@westlothian.gov.uk