

HR & OD POLICIES

human resources and organisational development

RESOURCE PACK

Grievance

FORMAL GRIEVANCE HEARING

[How to undertake a Grievance hearing](#)

[Written Statement of Grievance](#)

[Letter 1](#)

[Letter 2](#)

[Letter 3](#)

[Letter 4](#)

[Letter 5](#)

Guidance for managers

Template for employees

Acknowledgment of Formal Written Statement and invite to a hearing

Invite person complained about to grievance a hearing

Invite witness to a grievance hearing

Grievance hearing outcome (sent to employee)

Grievance hearing outcome (sent to person complained about)

GRIEVANCE APPEAL

[How to undertake a Grievance Appeal hearing](#)

[Formal Written Statement of Grievance Appeal](#)

[Letter 6](#)

[Letter 7](#)

[Letter 8](#)

Guidance for managers

Template for employees

Invite employee to a grievance appeal hearing

Invite witness to a grievance appeal hearing

Grievance appeal hearing outcome

TEACHERS ONLY

[Written Statement of Formal Grievance Appeal \(Appeals Committee\)](#)

Template for employees

