

Appendix E: Grievance framework generic template letters

The letters are available on Ikon: [Access the Grievance Framework letters for staff grievances](#).

Principals and line managers use these letters for managing staff grievances under the Grievance framework. There are letters for managing informal and formal staff grievance processes. You can alter the letters, or create new letters, to suit each grievance.

To manage informal and formal grievances, refer to Appendices C and D of the [Grievance framework](#).