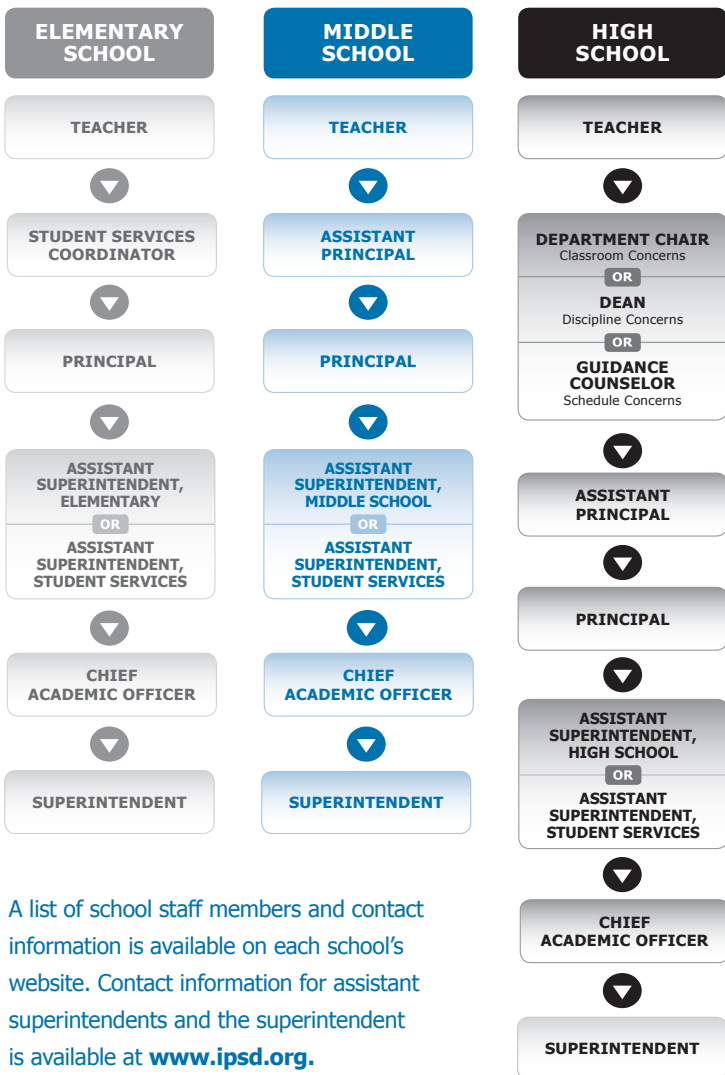


# WHERE TO GO IF YOU HAVE A CONCERN

Generally speaking, questions or concerns should first be discussed with the staff member who is closest to the situation. It is always best to follow the chain of command to ensure that all parties involved are properly informed of the situation. Parents should expect a response from the staff person listed, or his or her designee, within one business day to discuss their concern.



A list of school staff members and contact information is available on each school's website. Contact information for assistant superintendents and the superintendent is available at [www.ipsd.org](http://www.ipsd.org).