

LETTER OF COMPLAINT. SHARED WRITING. 4AE

Janel Torkington
c/ Lopez 56
Madrid, Spain 28012

Javier Sancio
Headmaster, IES Jose Luis Sampedro
Avenida de la Vega
Tres Cantos, Spain

March 6, 2012

Dear Mr. Javier Sancio,

I am writing this letter to issue a complaint regarding recent recurring verbal aggression on the part of the Social Science teacher and my tutor, Mr. Smith.

Everything started at the beginning of this year, when we were correcting an exercise about the Industrial Revolution. It was my turn to speak, so I presented my idea, which contradicted what he had taught in the previous lesson. He then started to speak quickly and aggressively to me, even shouting that I was "some kind of idiot" that didn't deserve to be in that grade. When I tried to argue back, he said that he was the teacher, and that I was "nobody."

This is just one of many examples of his abuse in the classroom. I've spoken with other members of the class and found similar levels of discomfort with his behavior. I have already asked for help from the Head of Studies and my parents, but all of them thought I was exaggerating and Mr. Smith was not the source of the problem.

This is the very first time I've struggled with a teacher at school, which I have been attending for the past four years.

I ask you for immediate action since I am afraid of this situation escalating into serious consequences if you don't do anything. I would be happy to have a meeting with you to answer any questions and provide more details about this problem.

Sincerely,
(SIGNATURE)
Janel Torkington

LETTER OF COMPLAINT. SHARED WRITING. 4B

Janel Torkington
c/ Lopez 25
Madrid, Spain 28012

Javier Sancio
Headmaster, IES Jose Luis Sampedro
Avenida de la Vega
Tres Cantos, Spain 28760

March 6, 2012

Dear Mr. Javier Sancio,

I am writing this letter to address an aggressive physical confrontation that recently happened between me and another student in your school.

During the second break on last Friday, February 24, 2012, an older student by the name of Joe Smith came to me asking me to lend him some money for lunch. Although he was a student from Bachillerato with a history of aggression, I refused. This is when he drew a knife and threatened me. I had to give him the money, and he verbally taunted me in front of other students. He then walked away, as if nothing had happened.

This is the very first time I've had a personal problem with another student, although I've been attending this school for many years.

I kindly request you to take proper official measures regarding this student's behavior. Moreover, I would like for Joe Smith to give me my money back. I would be happy to schedule a meeting with you if you need more details about the incident.

Sincerely,
(SIGNATURE)
Janel Torkington