



AKADEMISKA  
SKOLAN

# Complaints Form

Date:

To whom it concerns:

*(Director, manager, teacher etc)*

Please write your question, comment or complaint here:

Your name and your preferred medium on contact:

To return the form:

1. You may hand it to a member of staff
2. You may hand it directly to the preschool director or email him at [alve@akademiskaskolan.se](mailto:alve@akademiskaskolan.se)
3. Or you may send it via post to: Complaints, Preschool in Kista, Frihab AB, Box 1170, 164 42 Kista.

We aim to respond within 10 working days. Should it take longer, we will notify you.

Thank you.