



## Tillys Play and Development Centre Complaints Log

Please detail all complaints received by families on log form.  
Attach Detailed Complaint Form for any complaints that relate to the care of a child and need to be forwarded to ECECD.

| Date | Staff member receiving complaint | Name of parent | Name of child | Brief outline of Complaint | Outcome | Staff Signature | ECECD Notified?<br>Y / N | Detailed complaint form attached?<br>Y / N |
|------|----------------------------------|----------------|---------------|----------------------------|---------|-----------------|--------------------------|--|
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