**Appendix A**

**Compliments Form**

|  |
| --- |
| **Your name:** |
| **Relationship with Trust:**(e.g., Supplier, parent)  |
| **Contact telephone number:**  |
| **Email Address:** |
| **Details of the compliment (please include the school, the postcode and date and time the compliment relates to):** |

Signed: ………………………………………………… Date: ……………….……...

*Please return this form to the school office or send it to* *enquiries@bccet.org.uk*

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**Internal use:**

Date form received:

Received by:

Date acknowledgement sent:

Acknowledgement sent by: