

# S.K.R COLLEGE FOR WOMEN, RAJAMAHENDRAVARM

## GRIEVANCE AND REDRESSAL POLICY

2021-2022

### OVERVIEW

S.K.R College For Women, Rajamahendravarm has framed Grievance redressal policy to redress the issues pertaining to ragging, Infrastructure, Early marriages reported by the students. Grievance redressal policy is meant to ensure safe and supportive environment to the student community.

### MECHANISM OF GRIEVANCE REDRESSAL

The College has constituted a Grievance redressal Committee headed by the Head of the Institution as chairman and a diverse mix of faculty as committee members.

The complaint box was arranged at Principal's Chamber in the college. The student council will create awareness about this complaint boxes to the newly admitted students.

The Complaint box was opened on every week to redress the student grievances. The grievances were treated with utmost confidentiality.

The committee members converge every week to analyse and resolve the grievances within next seven working days of receiving the formal grievance.

Decision of the Higher authority and committee is deemed final and the strict action will be taken to prevent recurrence of such incidents in the future.

The grievances regarding the loss of ID cards, cycle key, bank passbook, jewellery are announced immediately through audio system from the principal's chamber and they are return to the student after proper verification.

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*P. R.*

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