

## **Complaints Procedure**

If you have a complaint regarding any aspect of the Tri-Coaching Instructor Training course you are completing, please rest assured that we will do everything in our power to assist you in resolving your complaint.

In the first instance, please speak to your Trainer. If you are not satisfied with the resolution offered by your Trainer; or you do not have a Trainer, please speak to either:

Sara Everett-Skinner Tel: 0800 058 8009 or email: sara@drivinginstructortrainingcourse.co.uk

Susan McCormack Mobile: 07860 930135 or email: sue@drivinginstructortrainingcourse.co.uk

Graham Hooper Mobile: 07889 194011 or email: graham@drivinginstructortrainingcourse.co.uk

If the issue is unsatisfactorily resolved please put the complaint in writing and email it to: info@tri-coachingpartnership.co.uk