

# Trinity College Dublin

# Disability Act 2005

# Complaints under Section 38 Form

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone no: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Relationship with the College: (Please tick relevant box)

|  |  |  |
| --- | --- | --- |
| Current student |  | Student number: |
| Member of College staff |  | Staff number: |
| Member of the general public |  |  |

Please indicate if your complaint is being made on behalf of a third party

Yes \_\_\_\_\_\_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please specify the Section(s) of the Act with which you claim the College has not complied. Complaints may be made in respect of Sections 25, 26, 27, 28 or 29.

|  |  |
| --- | --- |
| Section 25 deals with Access to public buildings |  |
| Section 26 deals with Access to services. |  |
| Section 27 deals with Accessibility of services supplied to College |  |
| Section 28 deals with Access to information |  |
| Section 29 deals with Access to Heritage Sites |  |

**Nature of complaint:**

(Please provide as much detail as possible as to how the College may not have complied with the Sections(s) of the Act specified above. Use additional pages if required). To set out a complaint against the above act please find the complaint procedure at - <http://www.tcd.ie/disability/links/Complaints.php>

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please return to:

Declan Treanor, Access Officer -Disability Act 2005

email to [dtreanor@tcd.ie](mailto:dtreanor@tcd.ie)

**Checklist**

Complaint should include the following information:

* Name, address, contact telephone number and e-mail address (if available).
* Whether you were looking for access to College buildings, services or information?
* What location/ department / section of Trinity College Dublin did you deal with – example Admissions/The Library/ Accommodation Office?
* When and with whom did you meet? Date /staff name.
* What were you looking for? Details
* How and why was the service/ information / public place or building inaccessible to you?
* What was the response of the person(s) you were dealing with?
* Why are you dissatisfied with the response / commitments

Further information on Disability Act 2005 and College disability supports can be found by viewing our website:

<https://www.tcd.ie/disability/policies/>