

Open door policy

Reviewed 1st April 2023

If any area of your work is causing you concern, it is your responsibility to address this with Jean Taylor whether you have a problem, complaint, suggestion, or an observation it is important that you inform. By speaking up, OLLY/FFFJ may be able to improve, address complaints, and to foster an employee understanding of the rationale for practices, processes, and decisions.

Most problems can be solved with your immediate line manager; this is encouraged as your first effort to solve a problem. However, OLLY/FFFJ adopts an open door policy and if you feel you have not been listened to or would like to take your issue further you can speak to Jean Taylor