

DIOCESE OF BRISBANE
INTERNAL MEMORANDUM

TO: Bernard Yorke
General Manager

FROM: Denis Wright
Administration Officer

RE: Schools Policies and Procedures

DATE: 1 August 2000

In response to your request to give you a reminder about this subject, I suggest the following.

In the light of the number of claims we have had, it would seem prudent for the schools office to work with schools to develop a standard minimum procedure for all schools to use when employing staff and handling allegations of abuse, bullying, discrimination etc.

One would think that the standard procedure relating to employment would include a police check on applicants.

The procedure for handling allegations should be seen to be independent of the parties involved and could possibly involve two officers reviewing the matter so that there is less chance in the matter not being thoroughly investigated or being seen to be "pushed under the carpet".

These procedures would be an important risk management tool.

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