

# Holy Family School

P.O. Box 34, 100 Power Road, Doveton, Victoria 3177 Telephone: (03) 791 1853

24th November 1992

Mrs. C. Giddings.

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VERMONT. 3133

Dear Carmel,

I am writing to express my concerns regarding your teaching career. Throughout the year you have been offered assistance in classroom management and been supported in the area of student discipline.

My concern about your performance and conduct has grown over the year from personal observation, coupled with complaints from students, staff and parents.

- 1) The school has received a number of requests from parents that their children are not placed in your class. I have also received complaints from parents requesting transfers for their children from your class and they have threatened to remove them from the school.
- 2) Your unprofessional behaviour in refusing to discuss a child's inappropriate behaviour with the child's parent;
- 3) Your unprofessional behaviour in discussing a child's behaviour with staff, in front of the child's parent. Fortunately this was minimized by the actions of other staff members guiding you from the staffroom;
- 4) Removing children from your class for inappropriate periods of time. This matter has been discussed on a number of occasions;
- 5) The amount of time that you spend out of your classroom during face to face teaching time.

I am bringing these concerns to you in the hope that some improvement will take place.

Yours sincerely,



RAY ADAMS  
Principal

*Three weeks before I received this,  
a strange thing occurred. Could discuss this face to face*