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CEO Sydney Schools Mail - Fwd: Confidential Background Information - YMCA



Mark Rix [REDACTED]

Fwd: Confidential Background Information - YMCA

1 message

Mark Rix [REDACTED]

15 January 2013 08:31

To: Mark Turkington [REDACTED]

Good morning Mark

The information in the email trail below may be of interest to you. It is the transcript of an interview between the YMCA and an AAP journalist. I will brief you on the latest information we have after today's meeting with James.

Best wishes

Mark

----- Forwarded message -----

From: **James Ellender** [REDACTED]

Date: 15 January 2013 07:50

Subject: Confidential Background Information - YMCA

To: "Mark Rix" [REDACTED]

Hi Mark,

In preparation for our meeting today, I thought it pertinent to confidentially share with you a number of YMCA responses to key questions asked of the YMCA in a recent interview with Vincent Morello from the AAP.

See you at 11am.

- **Recruitment of Jonathan Lord**

- **Question:** What checks did we go through prior to Jonathan commencing employment with the YMCA?

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○ **YMCA Response:** Jonathan Lord commenced employment with the YMCA on a casual basis. Prior to commencing with the Y, Jonathan submitted a resume, was interviewed and provided 2 referees. Subsequently, Jonathan's referees were both contacted by the 2 staff who interviewed Jonathan with written verification of competencies recorded by staff. In relation to Jonathan's referees, 1 refers to the experiences as an international camp counsellor but does not define the work location. In addition to the checking of references, Jonathan also passed mandatory "Working with Children" check prior to commencing employment with the Y.

- **Notification and standing down of Lord**

- **Key Question:** When was he stood down?

- **YMCA Response:** The initial allegation as made by a family at the YMCA Caringbah service on the 30th September. At the time, the decision was made by two senior managers to stand Lord down with pay pending an investigation as per YMCA Policy. This was done verbally via a phone call made by a senior manager. It was made clear that Lord's employment was suspended until formal notice had been given and Lord was told not to visit any YMCA facility or make contact with any staff and families that access the service. A formal letter reaffirming suspension of employment sent 4th October (due to long weekend), by the General Manager of Children's Services

- **Key Question:** Did someone tell Jonathan that he was going to be stood down before he was stood down?

- **YMCA Response:** As soon as YMCA management was informed of the allegations Jonathan was contacted and the stand down process was put into place verbally. This was later followed by a formal letter outlining the standing down by the General Manager. This letter was sent directly to his house.

- **Babysitting policy:**

- **Question:** Did the YMCA know of any other staff that Jonathan worked with who were also providing babysitting?

- **YMCA Response:** YMCA Management had no indication that staff were or had been babysitting children they had met whilst accessing YMCA programs. To reiterate with all staff the importance of having contact with children met within the program whilst working for the YMCA (point 2 page 5 Childsafe Code of Conduct – please see attached) a formal review was conducted. Each staff member had to participate in this review prior to being placed on a shift.

- **Training and Qualifications**

- **Question:** What training had Jonathan Lord participated in

- **YMCA Response:** When a staff member is employed by the YMCA they go through a supervised period of induction where they work through our policies and procedures. In addition, twice throughout the year all childcare staff come together for training and then all coordinators come together for a further two training sessions. During these sessions policies are reviewed with the staff to increase their understanding of their content and implementation. While training covers many and varied topics of particular note is that the Child Protection and Childsafe Code of Conduct was reviewed with all centre Coordinators in a large training session on Monday 18th July 2011. On this day a representative from the Commission for Children and Young People presented a training session on Child Safe Work places – Lord was present at this training. At regular intervals throughout the school terms staff come together at regional meetings and local centre meetings where the relevance of policy is discussed with staff and compliance and implementation is

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reviewed. Staff regularly takes part in external training that is facilitated by the OSHC peak bodies and other recognised Training Organisations such as Children's Services Central.

- o **Question:** What training had his colleagues participated in? (answered in the above question)
- o **YMCA Response:** Please refer to the response above.

Kind regards,

James Ellender

General Manager

Marketing, Communications & Fundraising

YMCA of Sydney

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—— Forwarded message ——

From: Irene Minos [REDACTED]
To: Anne-Mary Nolan [REDACTED]
Cc:
Date: Mon, 14 Jan 2013 16:44:42 +1100
Subject: Child safe code of conduct

Kind Regards,
Irene Minos
Business Services Manager
Children's Services
YMCA of Sydney
[REDACTED]

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Begin forwarded message:


From: [REDACTED]
To: "Irene Minos" [REDACTED]
Subject: Attached Image

—
Mark Rix

*Head of Communications
Catholic Education Office Sydney
38 Renwick St Leichhardt NSW2040*
w: [REDACTED] m: [REDACTED]
t: [REDACTED]

2 attachments

 **ATT00001.htm**
1K

 **0775_001.pdf**
419K