

YG

From: REDACTED
Sent: Thursday, 21 November 2012 3:22 PM
To: WL
Subject: Inspection : Dept of Education
Sensitivity: Confidential

Dear WL

Greg Clune : Department of Education detailed his requirements for this Monday's meeting. Mobile Number REDACTED
 REDACTED

To provide you with background, Greg was the previous Principal of John XXIII College and Santa Maria College, Greg is known by WD and WB Greg was involved in the Registration Inspection in 2010.

Greg will be looking at what the School has put in place from 1 January 2009 from the Introductory of Mandatory Reporting and concerned what we have in place essentially for the Health Safety and Welfare of students, looking into the specific requirements with regard to Child Protection. No historical data will be required.

Initially, Greg would like to meet with you for an hour to:-

- A) Discuss Policy
- B) How is Policy implemented
- C) How is Policy monitored or enforced
- D) Staff Training undertaken and how frequently

Greg would like to have further conversations with current Staff to see how well they understand the School's Policy with regard to Child Protection (one-on-one) (15 mins) in the REDACTED
 Head of Preparatory
 Head of Boarding
 Head of Senior School
 One member from Junior, Senior, Boarding (randomly chosen)
 One member of support staff (randomly chosen)
 Bursar – training induction process for Non-Teaching Staff how he makes sure that he is fully aware of and his understanding

Greg would like to meet with you again at 12.15pm go through findings of these meetings.

I will discuss this with you and establish meetings as required.

Kind regards

REDACTED Headmaster's Personal Assistant |

THE SCHOOL