

**Andrew Smorchevsky**

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**From:** Kylie Pearson <[REDACTED]>  
**Sent:** Tuesday, 10 July 2012 10:32 AM  
**To:** Phillip Hare; Adam Blatch; Liam Whitley; James Ellender  
**Cc:** Ruzika Soldo  
**Subject:** RE: Worknig with Children Check Audit - Caringbah Tuesday 10th July

**Importance:** High

Hi Everyone,

Just an update on the Caringbah Working with Children Check Audit; the representative from the commission visited this morning and went through the list of current employees (in direct service to Children ONLY) working at Caringbah, he checked that all clearance letters for employees on this list were present and accounted for.

He has taken the list with him as authorisation that he viewed each employees clearance letter and to sign off on the audit.

I have called Shane Demir at Caringbah and informed him of the process.

I am unaware of any potential follow up to this morning, and will keep you posted if there is any further communication made.

**Kylie Pearson**  
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**From:** Kylie Pearson  
**Sent:** Friday, 6 July 2012 2:19 PM  
**To:** Phillip Hare ([REDACTED]); Adam Blatch ([REDACTED]); Liam Whitley ([REDACTED]); James Ellender ([REDACTED])  
**Cc:** Ruzika Soldo  
**Subject:** Worknig with Children Check Audit - Caringbah Tuesday 10th July  
**Importance:** High

Hi All,

I just wanted to give you all an update about an impending Personnel File Audit for Working with Children Checks occurring Tuesday 10<sup>th</sup> July at Support Services.

HR received a call this week from the Commission of Children and Young People requesting an audit of all YMCA Caringbah employees, in direct service to children roles, to check all current staff have clearance letters for working with children.

The representative from the commission is coming to Support Services to conduct the Audit with myself – we will provide the staff list and he will authorise our compliance once he cites the working with children clearance letter for each employee on the list.

Today, Katelan and Amanda conducted a pre audit of these staff in preparation for next Tuesday to ensure we are prepared and compliant – this has been successful.

I just wanted to keep you all in the loop as we were advised the reason for the spot check was in relation to the John Lord case.

I will let you know the final outcome of the audit Tuesday afternoon.

Regards,

**Kylie Pearson**  
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### **In recognition of NAIDOC week:**

The YMCA of Sydney acknowledges & pays respect to the traditional owners of the lands we work across & to Indigenous people both past and present who have made significant contributions to Australian society.

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