

File Note

Discussed 2005

Craig Treloar

Child Protection Manual

While working on the Prep version of the Child Protection Manual one Saturday afternoon, Craig came to my desk to ask advice on a matter. At this time he inquired about what I was working on. I explained to him that Martin Gooding had sent the Knox Child Protection Manual to make appropriate adjustment so it was more usable by the Prep School staff. Craig showed some interest in the document and therefore we chatted about the contents. As part of the conversation I commented that the document was difficult to read and would like to be able to work out a better way for the pages to be set for easier reading. Being very computer literate Craig volunteered to reset the document for me. He completed the reset of the document and today this document is used by all Knox staff (K-12).

Chris O'Loan