

FILE NOTE

DATE: 11/10/00

FROM SENIOR MASTER

INTERVIEW:

TELEPHONE CALL:

Chery M' Duff

STUDENT NAME:

YEAR: HOUSE:

PARENT/GUARDIAN NAME:

DISCUSSED: long discussion - I complained that parents were not being informed that the school has been instructed not to contact parents.

CLB

* CLA

) referred - medical

procedures

Risk Assessment will need to be done of the schools. Will have a closure meeting - will check the procedures & report to parents some parents are assured.

ACTION REQUIRED:

COPIES TO:

- Head Master
- Housemaster
- Other
- Master of the Middle School
- Second Master