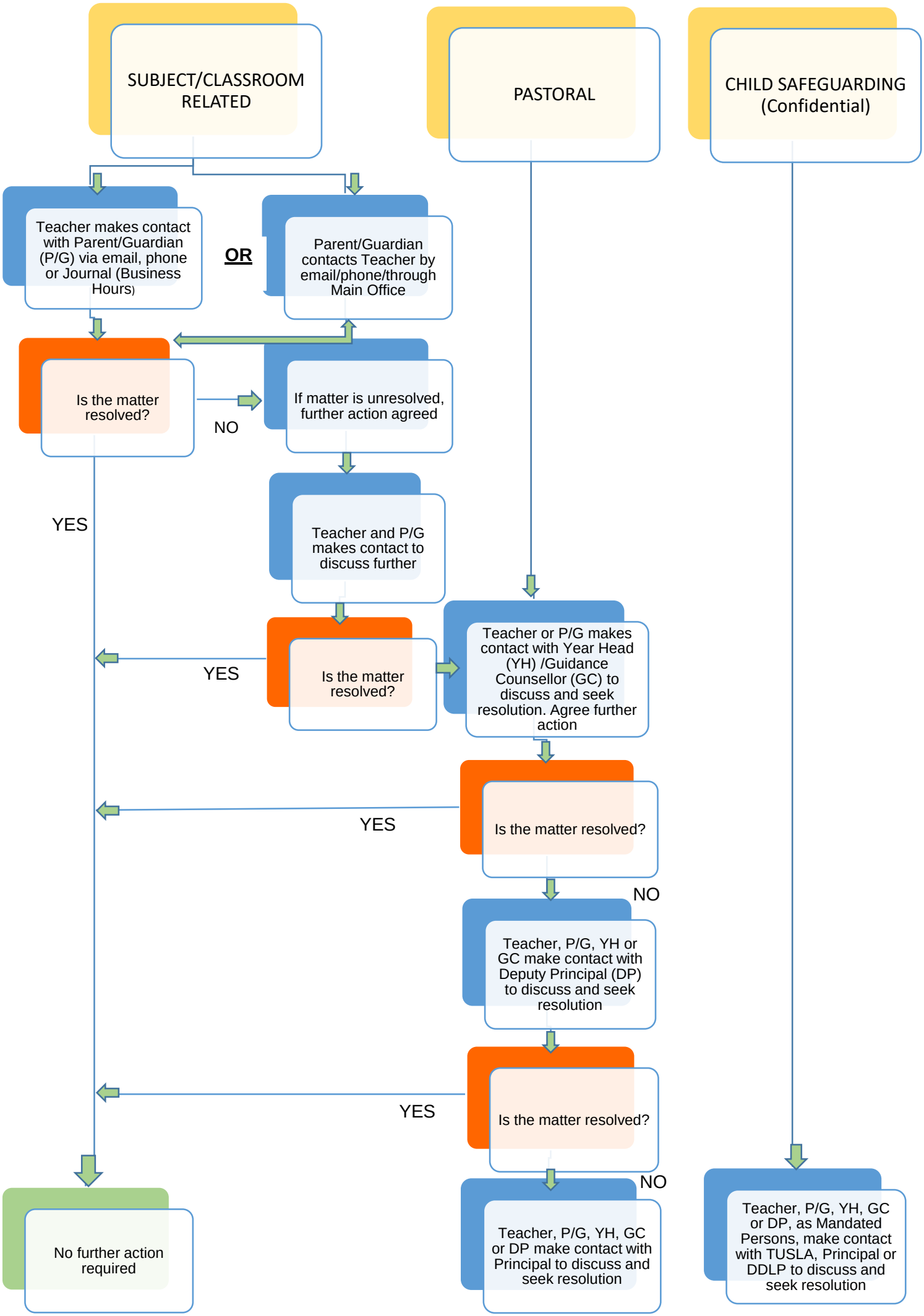
SUBJECT/CLASSROOM RELATED
PASTORAL
CHILD SAFEGUARDING (Confidential)
Teacher makes contact with Parent/Guardian (P/G) via email, phone or Journal (Business Hours)
OR
Parent/Guardian contacts Teacher by email/phone/through Main Office
Is the matter resolved?
NO
If matter is unresolved, further action agreed
YES
Teacher and P/G makes contact to discuss further
Is the matter resolved?
YES
Teacher or P/G makes contact with Year Head (YH) /Guidance Counsellor (GC) to discuss and seek resolution. Agree further action
Is the matter resolved?
YES
NO
Teacher, P/G, YH or GC make contact with Deputy Principal (DP) to discuss and seek resolution
Is the matter resolved?
YES
NO
Teacher, P/G, YH, GC or DP make contact with Principal to discuss and seek resolution
Teacher, P/G, YH, GC or DP, as Mandated Persons, make contact with TUSLA, Principal or DDLP to discuss and seek resolution
No further action required