

From: [Evans, Rohan](#)
To: [Bray, Rodney](#); [Huxley, Mark](#); [Colwill, Dean](#); [Mulligan, Jo](#); [DET, Security](#); [EDU, Risk Management and Audit](#); [CMTEDD WorkSafe](#)
Cc: [Morey, Teresa](#); [Nakkan, John](#); [Wickham, Ilona](#); [Ebner, Joanne](#); [Prowse, Wayne](#); [Hodgson, Chris](#)
Subject: RE: Asbestos removal. Yarralumla Primary School - Gambari Building [REDACTED] : Asbestos [SEC=UNOFFICIAL]
Date: Wednesday, 9 May 2018 3:26:42 PM
Attachments: [20180509153356531.pdf](#)
[20180509153409312.pdf](#)
[image001.jpg](#)

Dear All,

I have attached an incident report for Yarralumla Primary School and the Robson Environmental report for all parties to read.

Rohan Evans | Principal

Yarralumla Primary School | La Scuola Elementare Bilingue Italo-Inglese di Yarralumla

24 Loftus St, Yarralumla ACT 2600

Ph: 6142 3250 | Fax: 6142 3265 rohan.evans@ed.act.edu.au

Yarralumla PS logo



From: Bray, Rodney [<mailto:Rodney.Bray@act.gov.au>]
Sent: Wednesday, 9 May 2018 11:49 AM
To: Evans, Rohan; Huxley, Mark (ACTGOV); Colwill, Dean (ACTGOV); Mulligan, Jo (ACTGOV)
Cc: Morey, Teresa (ACTGOV); Nakkan, John (ACTGOV); Wickham, Ilona (ACTGOV); Ebner, Joanne (ACTGOV); Prowse, Wayne (ACTGOV); Hodgson, Chris (ACTGOV)
Subject: RE: Asbestos removal. Yarralumla Primary School - Gambari Building: [REDACTED] : Asbestos [SEC=UNOFFICIAL]

Hi Mark,

In response to your request I have informed Josh at the Minister's Office of the situation.

Rohan,

Would you please prepare an Incident Report and circulate (including WorkSafe ACT).

Dean,

Please take action as you think appropriate when you receive the Incident Report.

Jo Mulligan,

Would you please assist Rohan with the preparation of advice to the school community.

Thanks,

Rod Bray | Director

Phone 620 51289 | Mobile 0417 264 653

Infrastructure Capital Works | Education | **ACT Government**

220 Northbourne Avenue Braddon ACT 2601 | GPO Box 158 Canberra ACT 2601

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From: Huxley, Mark

Sent: Wednesday, 9 May 2018 8:55 AM

To: Bray, Rodney <Rodney.Bray@act.gov.au>

Subject: Fwd: RE: Asbestos removal. Yarralumla Primary School - Gambari Building: [REDACTED]

[REDACTED] : Asbestos [SEC=UNOFFICIAL]

Hi Rod,

Please see Megs request below for notification to the office and WHS engagement with the school.

Wayne - I'm at 220 and will check with Meg on media and comms assistance for drafting letter for school community.

Thanks

Mark

----- Forwarded message -----

From: "Brighton, Meg" <Meg.Brighton@act.gov.au>

Date: 9 May 2018 8:43 am

Subject: RE: Asbestos removal. Yarralumla Primary School - Gambari Building: [REDACTED]: Asbestos [SEC=UNOFFICIAL]

To: "Huxley, Mark" <Mark.Huxley@act.gov.au>

Cc:

Dear Mark

Please ask Rod to inform the Office as well. WHS incident report should go around from P&P and WHS should confirm if notification to Worksafe Required. (Note: I assume if this was done under the supervision of Robsons that the staff were aware asbestos was there.)

Thanks

Meg Brighton | Deputy Director-General **Education Directorate** | ACT Government

T: +61 2 6205 9458 | E: meg.brighton@act.gov.au

Level 6, 220 Northbourne Ave Braddon | GPO Box 158 Canberra ACT 2601 | www.education.act.gov.au

From: Huxley, Mark

Sent: Wednesday, 9 May 2018 8:30 AM

To: Brighton, Meg <Meg.Brighton@act.gov.au>

Subject: Fwd: Asbestos removal. Yarralumla Primary School - Gambari Building: [REDACTED]: Asbestos [SEC=UNOFFICIAL]

Hi Meg,

Heads up on an emerging issue at YPS. More to follow.

Cheers

Mark

----- Forwarded message -----

From: "Prowse, Wayne" <Wayne.Prowse@act.gov.au>

Date: 9 May 2018 8:08 am

Subject: Asbestos removal. Yarralumla Primary School - Gambari Building: [REDACTED] Asbestos [SEC=UNOFFICIAL]

To: "Huxley, Mark" <Mark.Huxley@act.gov.au>, "Brown, Kirsty"

<Kirsty.Brown@act.gov.au>

Cc:

Mark

Please advise re type of Comms you require from us.

Kirsten

Please discuss pm today re incident report???

Yindyamarra

Speaking of gentleness, kindness and learning slowly but well. Wiradjuri language

Wayne Prowse Director School Improvement - South Weston

Phone: [+61 2 62057194](tel:+61262057194) | Fax: [+61 2 62058327](tel:+61262058327) | Email: wayne.prowse@act.gov.au

Office for Schools | Education | ACT Government

Level 4 Hedley Beare Centre for Teaching & Learning | Fremantle Drive, Stirling
ACT 2611 www.det.act.gov.au

P please consider the environment before printing this e-mail.

Begin forwarded message:

From: "Bray, Rodney" <Rodney.Bray@act.gov.au>

Date: 8 May 2018 at 4:05:39 pm AEST

To: "Evans, Rohan (ACTEDU)" <Rohan.Evans@ed.act.edu.au>, "Morey, Teresa" <Teresa.Morey@act.gov.au>

Cc: "Malam, Sarah (ACTEDU)" <Sarah.Malam@ed.act.edu.au>, "Prowse, Wayne" <Wayne.Prowse@act.gov.au>, "Sayers, Debra (ACTEDU)" <Debra.Sayers@ed.act.edu.au>, "Mulligan, Jo" <Jo.Mulligan@act.gov.au>, "Wickham, Ilona" <Ilona.Wickham@act.gov.au>, "Nakkan, John" <John.Nakkan@act.gov.au>, "Watson, Geoffrey" <Geoffrey.Watson@act.gov.au>, "Ebner, Joanne" <Joanne.Ebner@act.gov.au>, ICW Directors Office <ICWDirectorsOffice@act.gov.au>

Subject: RE: Yarralumla Primary School - Gambari Building: [REDACTED]
[REDACTED] Asbestos [SEC=UNOFFICIAL]

Hi Rohan,

[REDACTED]

I will ask Teresa Morey (A/g Director, Infrastructure and Capital Works)

Teresa,

Would you please arrange for the relevant ICW staff and EDU: Media Unit to support Rohan.

Thanks,

Rod Bray | Director

Phone 620 51289 | Mobile 0417 264 653

Infrastructure Capital Works | Education | ACT Government

220 Northbourne Avenue Braddon ACT 2601 | GPO Box 158 Canberra ACT 2601

From: Evans, Rohan [<mailto:Rohan.Evans@ed.act.edu.au>]

Sent: Tuesday, 8 May 2018 2:58 PM

To: Bray, Rodney <Rodney.Bray@act.gov.au>

Cc: Malam, Sarah (ACTEDU) <Sarah.Malam@ed.act.edu.au>; Prowse, Wayne <Wayne.Prowse@act.gov.au>; Sayers, Debra (ACTEDU) <Debra.Sayers@ed.act.edu.au>; Mulligan, Jo <Jo.Mulligan@act.gov.au>; Wickham, Ilona <Ilona.Wickham@act.gov.au>; Nakkam, John <John.Nakkam@act.gov.au>; Watson, Geoffrey <Geoffrey.Watson@act.gov.au>; Ebner, Joanne <Joanne.Ebner@act.gov.au>

Subject: RE: Yarralumla Primary School - Gambari Building: [REDACTED]
[REDACTED] [SEC=UNOFFICIAL]

Hi Rodney,

You may be aware of the inspection that occurred today. Our BSO was cutting four man holes under the supervision of Robsons and [REDACTED]. After lifting one of the cut man holes the BSO was asked to replace it as Asbestos was seen on one of the old heater pipes under the building. Robson's have taken a sample.

We have been informed today that on the weekend the floor will be removed and the asbestos taken from the building.

Steps taken by the school

1. The school has placed pad locks on all the doors leading to this area. There are only two keys in the school that can open those padlocks which are held by the BSO and Business manager.
2. All cut holes have been covered over.
3. An email has been sent to all staff notifying them of the locked down area.
4. The cleaners have been notified of the area.
5. Tonight's external hirer has been notified and they have decided to cancel their language classes for the night.
6. The Italian Language School who uses the building on Saturday have been informed and will operate classes in the main building.
7. The community will be notified through the newsletter on Thursday of the ongoing works.

If there are any other procedures I need to follow please let me know. At this stage I am not sure if the carpet squares in that corridor will be taken as part of the process. I am also not sure of how far the asbestos spans under the building.

Many Thanks

Rohan Evans | Principal

Yarralumla Primary School | La Scuola Elementare Bilingue Italo-Inglese di Yarralumla

24 Loftus St, Yarralumla ACT 2600

Ph: 6142 3250 | Fax: 6142 3265 rohan.evans@ed.act.edu.au



From: Bray, Rodney [<mailto:Rodney.Bray@act.gov.au>]

Sent: Monday, 9 April 2018 4:00 PM

To: Evans, Rohan

Cc: Malam, Sarah; Prowse, Wayne (ACTGOV); Sayers, Debra; Mulligan, Jo (ACTGOV); Wickham, Ilona (ACTGOV); Nakkan, John (ACTGOV); Watson, Geoffrey (ACTGOV); Ebner, Joanne (ACTGOV)

Subject: Yarralumla Primary School - Gambari Building: [REDACTED]

[SEC=UNOFFICIAL]

Importance: High

Hi Rohan,

Thanks for letting me know about this issue.

Jo Ebner (Repairs and Maintenance – Project Officer) is aware of the proposed investigation work and is liaising with Robson Environmental.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

If this rectification work can't be completed before the end of the holidays, we will need to plan for the students to access other toilets at the school or ICW will arrange for porta-loos to be delivered to the school.

[REDACTED]

Thanks,

Rod Bray| Director

Phone 620 51289 | Mobile 0417 264 653

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From: Evans, Rohan [<mailto:Rohan.Evans@ed.act.edu.au>]

Sent: Monday, 9 April 2018 1:41 PM

To: Bray, Rodney <Rodney.Bray@act.gov.au>

Cc: Malam, Sarah (ACTEDU) <Sarah.Malam@ed.act.edu.au>; Prowse, Wayne <Wayne.Prowse@act.gov.au>; Sayers, Debra (ACTEDU) <Debra.Sayers@ed.act.edu.au>

Subject: [REDACTED] Yarralumla Primary

Dear Rodney,

I just wanted to keep you up to date with the recent discovery [REDACTED] in the Gambari Building at Yarralumla Primary school.

[REDACTED]

[REDACTED]

Robsons environmental were contacted to check the grey insulation material under the floor boards and the flakey glue that has remained on the boards under concern from [REDACTED] regarding asbestos.

The school is required to cut four man holes in the corridor floor during stand down for [REDACTED]. Robsons will monitor the site when the man holes are cut.

[REDACTED]

Many Thanks

Rohan Evans | Principal

Yarralumla Primary School | La Scuola Elementare Bilingue Italo-Inglese di Yarralumla

24 Loftus St, Yarralumla ACT 2600

Ph: 6142 3250 | Fax: 6142 3265 rohan.evans@ed.act.edu.au



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Education & Training Incident Report Form

Date of Incident 8/5/2018	Time of Incident 9:30am Hours Use 24 hour time format	Did Police attend? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Which Police Station	Facility type: Preschool <input type="checkbox"/> Primary <input checked="" type="checkbox"/> High <input type="checkbox"/> College <input type="checkbox"/> Health Clinic <input type="checkbox"/>
Location of Incident Yarralumla primary School - Gambari Building				
Reporting Officer's name Rohan Evans	Position Principal	School Yarralumla Primary School	Contact No. 61423250	

Other

Security:

- ☐ Burglary / Theft ☐ Malicious Act / Vandalism
☐ Break & Enter (or attempt) ☐ Arson (or attempt)
☐ Graffiti ☐ Lockdown ☐ Broken Windows
☐ Assault

Complete SECTION A
Infrastructure & Capital Works

Property:

- ☐ Storm Damage ☐ Property Damage
☐ Environmental Damage ☒ Other

Complete SECTION B
Infrastructure & Capital Works

Engineering:

- ☐ Electrical or Mechanical Breakdown
of fixed plant or equipment
☐ Boiler or Pressure Vessel Explosion

Complete SECTION C
Audit & Assurance

Other:

X Employee / Third Party Injury, Disease,
Dangerous Occurrence or Near Miss
(Separate form)

**Complete ACCIDENT /
INCIDENT REPORT FORM**
available from
<http://sharedservices/actgovt/WHS/>

Student Accident / Injury

☐ (separate form)

**Complete STUDENT
ACCIDENT / INCIDENT
REPORT FORM**
[https://index.det.act.gov.au/information/
word/gll-StudentAccidentIncidentReport](https://index.det.act.gov.au/information/word/gll-StudentAccidentIncidentReport)

Reporting requirements

This form must be completed and lodged with the department **within 24 hours** of the incident (or as soon as possible after becoming aware of the incident).

Incidents deemed "Notifiable" to ACT WorkCover

There is a statutory requirement for an employer to notify ACT WorkCover of:

- a death
- a workplace injury/illness which has resulted in the person being unable to carry out their usual duties for 7 days or more
- a Dangerous Occurrence such as fire, explosion or serious machinery failure, imminent risk to a person or substantial damage to property e.g. electric shock
- an incident involving a third party (i.e. a contractor, volunteer, student, patient, client etc) in the workplace

The Supervisor / Manager of the person involved in the incident is responsible for notifying ACT WorkCover

Privacy Notice

The information in this form is collected on behalf of the school and the Australian Capital Territory Department of Education and Training. Some of the information may be personal information as defined by the *Privacy Act 1988*.

The purposes for which the information is collected include notifying the Territory's insurers and legal advisors of injuries and ensuring that the school itself has accurate and complete records.

If a claim is lodged, the Department may provide this form and any other information relevant to the accident/incident to the ACT Insurance Authority and to the ACT Government Solicitor.

Information will be stored, used and disclosed in accordance with the *Privacy Act 1988* and the *Freedom of Information Act 1989*.

Enquiries

For more details or assistance with this form, contact Infrastructure and Capital Works on 6205 9120 or Audit and Assurance on 6205 6207

Incident Description (attach additional sheet if insufficient room)

The BSO was instructed to cut four man holes in the timber flooring of the Gambari Building at Yarralumla Primary School. [REDACTED] required four man holes to be cut to see into the sub floor area [REDACTED] Robson's Environmental were in attendance due the residue glue on the timber floor and the grey insulation under the flooring.

[REDACTED] The school has also had to wait for the availability of [REDACTED] and Robson's to attend.

The first man hole was cut and lifted up. The BSO was asked to replace the cut square due to the sighting of asbestos on a pipe below. Robson's took a sample of the asbestos.

The BSO has padlocked the corridor so no person is able to access the area. There are only two keys in the school that can access the area which are held by the BSO and the business manager.

Staff have been notified of the closed area.

External providers that use the facilities after school have been notified of the area and placed in a different area of the school.

The staff are currently concerned on how the Asbestos will be removed safely as it is within metres o the classrooms and staff room.

Is this the first *ETD Incident Report Form* submitted for this incident?

☒ Yes ☐ No

Do you anticipate or have you received any correspondence or demands from other parties relating to this incident? (If Yes, please include a copy when submitting this form)

☐ Yes ☒ No

Do you have any of the following? (Please include a copy when submitting this form)

- ☐ Photos
☐ Diagrams
☐ Quotes / Invoices

- ☐ Witness statements
☐ Hazard Report
☐ Supervisor statements

☐ Other

Reporting Officer's Signature: _____

Date: 9/5/18

SECTION A – SECURITY (Please email to Infrastructure & Capital Works immediately on DETSecurity@act.gov.au or fax to 6205 9162)

School Name:

Date:

If a Break & Enter, where did the person gain access?

☐ Window ☐ Door ☐ Roof / ceiling ☐ Other

Particulars of damaged / stolen items (attach additional sheet if insufficient room)

Item/s	Serial Number	Estimated repair or replacement cost
TOTAL ESTIMATED LOSS		\$

Goods/equipment are: ☐ ETD owned ☐ ACT Govt owned (other than ETD) ☐ Others

Owner of property (if not ACT Government)

Police details

Officers Name & Badge No.	Contact No.	Police Job Number

Were the persons responsible for the loss or damage identified? ☐ Yes ☐ No

Details of Persons allegedly responsible for loss or damage (attach additional sheet if insufficient room)

Name	Address

Have these details been provided to the police?

☐ Yes ☐ No ☐ Unknown

Is the property covered by insurance other than the ACT Insurance Authority?

☐ Yes ☐ No ☐ Unknown

Has a claim been lodged with an insurer other than the ACT Insurance Authority?

☐ Yes ☐ No

Anticipated cost of the repairs / replacement will be:

☐ less than \$5,000 ☐ greater than \$5,000

Has any stolen property been recovered?

☐ Yes ☐ No

Is the recovered property damaged?

☐ Yes ☐ No ☐ Unknown

SECTION B – PROPERTY DAMAGE

Did Emergency Services attend? ☐ Yes ☐ No Station?

If Storm Damage, was the area effected: ☐ localised (school only) ☐ widespread (Regional) ☐ unknown

If Property Damage, area affected was: ☐ Class room: How many rooms? X Wing or Block

☐ External Area ☐ Administration ☐ Transportable Bldg. ☐ Other

Type of damage: ☐ Storm ☐ Water ☐ Fire / Explosion ☐ Impact (vehicle, tree branch, etc.) X Other

Has the damage significantly affected the schools ability to operate as usual? X Yes ☐ No

Have you incurred additional costs to enable your school/area to operate as usual? ☐ Yes X No

Accidental Damage

Was the item in the care of an individual? ☐ Yes X No

If Yes, details of person responsible for the care of the item

Name	Address	Phone

Particulars of damaged items (attach addition sheet if insufficient room)

Item/s	Serial Number	Estimated repair or replacement cost
TOTAL ESTIMATED LOSS		\$

Owner of property (if not ACT Government)

Is the property covered by insurance other than the ACT Insurance Authority? ☐ Yes ☐ No ☐ Unknown

Has a claim been lodged with an insurer other than the ACT Insurance Authority? ☐ Yes ☐ No

Anticipated cost of the repairs / replacement will be: ☐ less than \$5,000 ☐ greater than \$5,000

Are there any salvageable items? ☐ Yes ☐ No

SECTION C – MACHINERY BREAKDOWN

Did Emergency Services attend? ☐ Yes ☐ No Station?

Type of damage: ☐ Fusion ☐ Elec. breakdown ☐ Mech. breakdown ☐ Boiler / Pressure Vessel explosion

Was property other than the machinery damaged as a result of this incident? ☐ Yes ☐ No

Were perishable items lost due to this incident? ☐ Yes ☐ No

Particulars of damaged items (attach addition sheet if insufficient room)

Item/s	Serial Number	Estimated repair or replacement cost
TOTAL ESTIMATED LOSS		\$

Is the property covered by insurance other than the ACT Insurance Authority? ☐ Yes ☐ No ☐ Unknown

Has a claim been lodged with an insurer other than the ACT Insurance Authority? ☐ Yes ☐ No

Anticipated cost of the repairs / replacement will be: ☐ less than \$5,000 ☐ greater than \$5,000

Has the damage significantly affected the schools ability to operate normally? ☐ Yes ☐ No

Has this incident caused any additional costs for your school to operate normally? ☐ Yes ☐ No

PLEASE EMAIL THE COMPLETED REPORTS TO

Infrastructure & Capital Works

DETSecurity@act.gov.au

AND

Audit & Assurance

ETDRMA@act.gov.au

or

fax to: 6205 9162

From: [Hunter, Ian](#)
To: [Huxley, Mark](#)
Cc: [Jaques, Alison](#); [Williams, Gareth](#); [School Operations](#)
Subject: FW: URGENT: Yarralumla PS Asbestos investigation and works [REDACTED]
 [SEC=UNCLASSIFIED]
Date: Wednesday, 9 May 2018 3:47:04 PM
Attachments: Yarralumla PS May 2018.docx [REDACTED]

Hi Mark

We have finalised the attached letters to Yarralumla [REDACTED] Are you happy for us to provide to the relevant Principals?

cheers

Ian Hunter | Senior Communications Officer

Phone: +61 2 6205 9423 | Mobile: 0478 406 502 | Email: ian.hunter@act.gov.au

Media and Communications | Education | ACT Government

Level 6 220 Northbourne Avenue | GPO Box 158 Canberra ACT 2601

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From: Hunter, Ian

Sent: Wednesday, 9 May 2018 3:43 PM

To: Jaques, Alison <Alison.Jaques@act.gov.au>

Cc: Williams, Gareth <Gareth.Williams@act.gov.au>

Subject: FW: URGENT: Yarralumla PS Asbestos investigation and works [REDACTED]

Kaleen [SEC=UNCLASSIFIED]

Did you want to clear via Mark Huxley and Meg?

Ian Hunter | Senior Communications Officer

Phone: +61 2 6205 9423 | Mobile: 0478 406 502 | Email: ian.hunter@act.gov.au

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From: Nakkan, John

Sent: Wednesday, 9 May 2018 3:33 PM

To: Ebner, Joanne <Joanne.Ebner@act.gov.au>; Hunter, Ian <Ian.Hunter@act.gov.au>; Williams, Gareth <Gareth.Williams@act.gov.au>; Mulligan, Jo <Jo.Mulligan@act.gov.au>

Cc: Morey, Teresa <Teresa.Morey@act.gov.au>; ICW Directors Office <ICWDirectorsOffice@act.gov.au>

Subject: RE: URGENT: Yarralumla PS Asbestos investigation and works [REDACTED]

Kaleen [SEC=UNCLASSIFIED]

Hi all,

I am happy to clear the attached letters and Ian's email below [REDACTED].

Regards,

John Nakkan | Senior Manager

Phone: +61 2 6207 1876 | Mobile: 0466 015 922 | Email: john.nakkan@act.gov.au

School Infrastructure Management | Education | ACT Government

Level 1, 220 Northbourne Avenue | GPO Box 158 Canberra ACT 2601

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From: Ebner, Joanne

Sent: Wednesday, 9 May 2018 3:27 PM

To: Nakkan, John <John.Nakkan@act.gov.au>

Subject: FW: URGENT: Yarralumla PS Asbestos investigation and works [REDACTED]

Kaleen [SEC=UNCLASSIFIED]

Importance: High

Hi John

Are you able to assist [REDACTED] ?

Regards

Jo

From: Hunter, Ian

Sent: Wednesday, 9 May 2018 3:24 PM

To: Ebner, Joanne <Joanne.Ebner@act.gov.au>

Cc: Williams, Gareth <Gareth.Williams@act.gov.au>; Mulligan, Jo <Jo.Mulligan@act.gov.au>

Subject: URGENT: Yarralumla PS Asbestos investigation and works [REDACTED]

[SEC=UNCLASSIFIED]

Thanks Joanne

you get them cleared by Toresa Morey ASAP?

Then we can provide to AEU with text below perhaps?

Cheers, Ian

Hi Vince,

Please find attached copies of the letters to school communities from Rohan Evans, Principal, Yarralumla PS [REDACTED] about asbestos removal work being undertaken at the schools.

It is safe for staff to enter the school but on the condition that they do not enter the designated work zones where the asbestos containing material is being removed.

| Director

Phone 620 51289 | Mobile 0417 26 [REDACTED] 653

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ASBESTOS REMOVAL WORKS

Dear parents and carers,

The Education Directorate have arranged for contractors to undertake works at Yarralumla Primary School over the coming months. Some of this work will involve accessing the subfloor under the Gambari Building.

We have been advised that materials containing asbestos have been identified in the subfloors. In order for planned works to continue, the asbestos containing materials must first be removed.

To minimise any potential risk to students or staff, the removal of this material will take place over this weekend, 12 and 13 May 2018.

The proposed work involves the removal of asbestos containing material from the sub-floor areas of the Gambari Building.

The safety of our students and staff is paramount and we would like to reassure you that all safety precautions will be in place. The Directorate is working closely with us, our after school care service providers and the contractors to ensure the works are completed with minimal disruption.

The Directorate will ensure that all work is carried out by a highly reputable, licensed asbestos removalist [REDACTED], in accordance with Work Health and Safety (How to Manage and Control Asbestos in the Workplace Code of Practice) Approval 2014. An officer from the ACT Property Group will be supervising the removal works. In addition to this, a licensed asbestos consultant (Robson's) will conduct an inspection of the completed works and carry out air quality testing before issuing a Clearance Certificate. A copy of the Clearance Certificate will be given to the school before students or staff are permitted to re-enter the spaces above the sub-floor areas.

Further information about asbestos is available from the WorkSafe ACT website www.asbestos.act.gov.au.

If you have any other questions, please don't hesitate to contact me on 6142 3253.

Rohan Evans
Principal
May 2018

220 Northbourne Avenue Braddon ACT 2601 | GPO Box 158 Canberra ACT 2601
www.education.act.gov.au | [Facebook](#) | [Twitter](#) | [Instagram](#) | [LinkedIn](#) | [Google+](#)

From: Huxley, Mark

Sent: Wednesday, 9 May 2018 8:55 AM

To: Bray, Rodney <Rodney.Bray@act.gov.au>

Subject: Fwd: RE: Asbestos removal. Yarralumla Primary School - Gambari Building: [REDACTED]

[REDACTED] Asbestos [SEC=UNOFFICIAL]

Hi Rod,

Please see Megs request below for notification to the office and WHS engagement with the school.

Wayne - I'm at 220 and will check with Meg on media and comms assistance for drafting letter for school community.

Thanks

Mark

----- Forwarded message -----

From: "Brighton, Meg" <Meg.Brighton@act.gov.au>

Date: 9 May 2018 8:43 am

Subject: RE: Asbestos removal. Yarralumla Primary School - Gambari Building:

[REDACTED] Asbestos [SEC=UNOFFICIAL]

To: "Huxley, Mark" <Mark.Huxley@act.gov.au>

Cc:

Dear Mark

Please ask Rod to inform the Office as well. WHS incident report should go around from P&P and WHS should confirm if notification to Worksafe Required. (Note: I assume if this was done under the supervision of Robsons that the staff were aware asbestos was there.)

Thanks

Meg Brighton | Deputy Director-General **Education Directorate** | ACT Government

T: +61 2 6205 9458 | E: meg.brighton@act.gov.au

Level 6, [220 Northbourne Ave Braddon](#) | GPO [Box 158 Canberra ACT 2601](#) | www.education.act.gov.au

From: Huxley, Mark

Sent: Wednesday, 9 May 2018 8:30 AM

To: Brighton, Meg <Meg.Brighton@act.gov.au>

Subject: Fwd: Asbestos removal. Yarralumla Primary School - Gambari Building:

[REDACTED] Asbestos [SEC=UNOFFICIAL]

Hi Meg,

Heads up on an emerging issue at YPS. More to follow.

Cheers

Mark

----- Forwarded message -----

From: "Prowse, Wayne" <Wayne.Prowse@act.gov.au>

Date: 9 May 2018 8:08 am

Subject: Asbestos removal. Yarralumla Primary School - Gambari Building: [REDACTED]

[REDACTED] Asbestos [SEC=UNOFFICIAL]

To: "Huxley, Mark" <Mark.Huxley@act.gov.au>, "Brown, Kirsty" <Kirsty.Brown@act.gov.au>

Cc:

Mark

Please advise re type of Comms you require from us.

Kirsten

Please discuss pm today re incident report???

Yindyamarra

Speaking of gentleness, kindness and learning slowly but well. Wiradjuri language

Wayne Prowse Director School Improvement - South Weston

Phone: +61 2 62057194 | Fax: +61 2 62058327 | Email: wayne.prowse@act.gov.au

Office for Schools | Education | ACT Government

Level 4 Hedley Beare Centre for Teaching & Learning | Fremantle Drive, Stirling
ACT 2611 www.det.act.gov.au

P please consider the environment before printing this e-mail.

Begin forwarded message:

From: "Bray, Rodney" <Rodney.Bray@act.gov.au>

Date: 8 May 2018 at 4:05:39 pm AEST

To: "Evans, Rohan (ACTEDU)" <Rohan.Evans@ed.act.edu.au>, "Morey, Teresa" <Teresa.Morey@act.gov.au>

Cc: "Malam, Sarah (ACTEDU)" <Sarah.Malam@ed.act.edu.au>, "Prowse, Wayne" <Wayne.Prowse@act.gov.au>, "Sayers, Debra (ACTEDU)" <Debra.Sayers@ed.act.edu.au>, "Mulligan, Jo" <Jo.Mulligan@act.gov.au>, "Wickham, Ilona" <Ilona.Wickham@act.gov.au>, "Nakkan, John" <John.Nakkan@act.gov.au>, "Watson, Geoffrey" <Geoffrey.Watson@act.gov.au>, "Ebner, Joanne" <Joanne.Ebner@act.gov.au>, ICW Directors Office <ICWDirectorsOffice@act.gov.au>

Subject: RE: Yarralumla Primary School - Gambari Building: [REDACTED]
[REDACTED] Asbestos [SEC=UNOFFICIAL]

Hi Rohan,

[REDACTED]

I will ask Teresa Morey (A/g Director, Infrastructure and Capital Works)

Teresa,

Would you please arrange for the relevant ICW staff and EDU: Media Unit to support Rohan.

Thanks,

Rod Bray| Director

Phone 620 51289 | Mobile 0417 264 653

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220 Northbourne Avenue Braddon ACT 2601 | GPO Box 158 Canberra ACT 2601

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From: Evans, Rohan [<mailto:Rohan.Evans@ed.act.edu.au>]

Sent: Tuesday, 8 May 2018 2:58 PM

To: Bray, Rodney <Rodney.Bray@act.gov.au>

Cc: Malam, Sarah (ACTEDU) <Sarah.Malam@ed.act.edu.au>; Prowse, Wayne <Wayne.Prowse@act.gov.au>; Sayers, Debra (ACTEDU) <Debra.Sayers@ed.act.edu.au>; Mulligan, Jo <Jo.Mulligan@act.gov.au>; Wickham, Ilona <Ilona.Wickham@act.gov.au>; Nakkan, John <John.Nakkan@act.gov.au>; Watson, Geoffrey <Geoffrey.Watson@act.gov.au>; Ebner, Joanne <Joanne.Ebner@act.gov.au>

Subject: RE: Yarralumla Primary School - Gambari Building: [REDACTED]

[SEC=UNOFFICIAL]

Hi Rodney,

You may be aware of the inspection that occurred today. Our BSO was cutting four man holes under the supervision of Robsons and [REDACTED]. After lifting one of the cut man holes the BSO was asked to replace it as Asbestos was seen on one of the old heater pipes under the building. Robson's have taken a sample.

We have been informed today that on the weekend the floor will be removed and the asbestos taken from the building.

Steps taken by the school

1. The school has placed pad locks on all the doors leading to this area. There are only two keys in the school that can open those padlocks which are held by the BSO and Business manager.
2. All cut holes have been covered over.
3. An email has been sent to all staff notifying them of the locked down area.
4. The cleaners have been notified of the area.
5. Tonight's external hirer has been notified and they have decided to cancel their language classes for the night.
6. The Italian Language School who uses the building on Saturday have been informed and will operate classes in the main building.

7. The community will be notified through the newsletter on Thursday of the ongoing works.

If there are any other procedures I need to follow please let me know. At this stage I am not sure if the carpet squares in that corridor will be taken as part of the process. I am also not sure of how far the asbestos spans under the building.

Many Thanks

Rohan Evans | Principal

Yarralumla Primary School | La Scuola Elementare Bilingue Italo-Inglese di Yarralumla

24 Loftus St, Yarralumla ACT 2600

Ph: 6142 3250 | Fax: 6142 3265 rohan.evans@ed.act.edu.au



From: Bray, Rodney [<mailto:Rodney.Bray@act.gov.au>]

Sent: Monday, 9 April 2018 4:00 PM

To: Evans, Rohan

Cc: Malam, Sarah; Prowse, Wayne (ACTGOV); Sayers, Debra; Mulligan, Jo (ACTGOV); Wickham, Ilona (ACTGOV); Nakkan, John (ACTGOV); Watson, Geoffrey (ACTGOV); Ebner, Joanne (ACTGOV)

Subject: Yarralumla Primary School - Gambari Building: [REDACTED]

[SEC=UNOFFICIAL]

Importance: High

Hi Rohan,

Thanks for letting me know about this issue.

Jo Ebner (Repairs and Maintenance – Project Officer) is aware of the proposed investigation work and is liaising with Robson Environmental.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

If this rectification work can't be completed before the end of the holidays, we will need to plan for the students to access other toilets at the school or ICW will arrange for porta-loos to be delivered to the school.

Please keep me informed [REDACTED] and don't hesitate to raise any concerns with me.

Thanks,

Rod Bray| Director

Phone 620 51289 | Mobile 0417 264 653

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From: Evans, Rohan [<mailto:Rohan.Evans@ed.act.edu.au>]

Sent: Monday, 9 April 2018 1:41 PM

To: Bray, Rodney <Rodney.Bray@act.gov.au>

Cc: Malam, Sarah (ACTEDU) <Sarah.Malam@ed.act.edu.au>; Prowse, Wayne <Wayne.Prowse@act.gov.au>; Sayers, Debra (ACTEDU) <Debra.Sayers@ed.act.edu.au>

Subject: [REDACTED] Yarralumla Primary

Dear Rodney,

I just wanted to keep you up to date [REDACTED] in the Gambari Building at Yarralumla Primary school.

The school has [REDACTED].

[REDACTED]

[REDACTED]

Robsons environmental were contacted to check the grey insulation material under the floor boards and the flakey glue that has remained on the boards under concern from [REDACTED] regarding asbestos.

The school is required to cut four man holes in the corridor floor during stand down for [REDACTED] 1 [REDACTED] Robsons will monitor the site when the man holes are cut.

Many Thanks

Rohan Evans | Principal

Yarralumla Primary School | La Scuola Elementare Bilingue Italo-Inglese di Yarralumla

24 Loftus St, Yarralumla ACT 2600

Ph: 6142 3250 | Fax: 6142 3265 rohan.evans@ed.act.edu.au



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ACT
Government

**Access
Canberra.**

Incident Reference # 190626-001280

Subject: 2019 Reports for Aesbestos & Lead Paint

Date Created: 26/06/2019 01.15 PM

School: Yarralumla Primary

Note By Email (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (09/07/2019 10.42 AM)

Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma forwarded this Enquiry to Jo.Mulligan@act.gov.au

Hi Jo

As discussed.

Please see below.

If you have any queries, please contact me.

Thanks & regards

Kerry Apted

Enquiries Manager

Assistant Director | Families and Students, Complaints and Feedback Unit

internal ext: 58487

phone: + 61 2 6205 8487

email: kerry.apted@act.gov.au

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Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (09/07/2019 10.41 AM)

Call from Jo Mulligan - please send to her

KA

Response By Email (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (27/06/2019 03.56 PM)

Dear [REDACTED]

I refer to our respective emails of 26 June 2019.

I have been asked to supply you with the attached reports:

Lead Paint Assessment

and

Asbestos Survey and Management Plan.

Both reports are also available from Yarralumla Primary School's front office.

If you have any further queries please respond using the link at the bottom of this email.

Thanks & regards

Kerry
Enquiries Manager

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Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (27/06/2019 03.30 PM)

From: Wickham, Ilona
Sent: Thursday, 27 June 2019 3:18 PM
To: Apted, Kerry <Kerry.Apted@act.gov.au>
Subject: RE: Access Canberra - EDU - Ref: [190626-001280](#)

UNCLASSIFIED

Hi Kerry,

Yes these reports are available at the front office for anyone who wishes to see them.

Thanks Kerry

Ilona

Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (27/06/2019 02.23 PM)

From: Apted, Kerry
Sent: Thursday, 27 June 2019 2:23 PM
To: Wickham, Ilona <Ilona.Wickham@act.gov.au>
Subject: FW: Access Canberra - EDU - Ref: [190626-001280](#)

UNCLASSIFIED

Hi Ilona

Thanks for this. So to be clear [REDACTED] asked for (May 2019) reports on Aesbestos, Lead Paint and Building Safety for Yarralumla Public School Primary Monetessori and Preschool (sic).

What has been produced are the two attached reports - Lead Paint Assessment and Asbestos Survey and Management Plan. Is this correct?

And is it ok to release these two reports [REDACTED]?

Thanks and regards

Kerry Apted | Assistant Director

Phone:+61 2 6205 8487 | kerry.apted@act.gov.au

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From: Wickham, Ilona

Sent: Thursday, 27 June 2019 12:14 PM

To: Apted, Kerry <Kerry.Apted@act.gov.au>

Subject: FW: Access Canberra - EDU - Ref: [190626-001280](#)

UNCLASSIFIED

Hi Kerry

Please see attached the info as requested [REDACTED]. Please don't hesitate to let us know if you need anything further.

Many thanks

Ilona Wickham | Assistant Director | Repairs and Maintenance

Phone: 620 70071 | Fax: 620 59162 | Email: ilona.wickham@act.gov.au

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From: Wickham, Ilona

Sent: Wednesday, 26 June 2019 4:45 PM

To: Malam, Sarah (ACTEDU) <Sarah.Malam@ed.act.edu.au>; Evans, Rohan (ACTEDU) <Rohan.Evans@ed.act.edu.au>

Cc: Hunter, Stuart <Stuart.Hunter@act.gov.au>; Ebner, Joanne <Joanne.Ebner@act.gov.au>

Subject: FW: Access Canberra - EDU - Ref: [190626-001280](#)

UNCLASSIFIED

Hi Rohan and Sarah,

Please find attached the PDF of the latest Asbestos Management plan and Lead paint assessment. Jo has also mentioned the works that are already ordered.

Also if [REDACTED] is concerned about the fumes from the paint, I'm fairly certain, and I will confirm back to you through Property Group, that only low VOC paints (Volatile organic compounds) are used in our schools.

Please let me know if you need anything further.

Many thanks

Ilona

From: Ebner, Joanne

Sent: Wednesday, 26 June 2019 3:54 PM

To: Wickham, Ilona <Ilona.Wickham@act.gov.au>

Cc: Hunter, Stuart <Stuart.Hunter@act.gov.au>

Subject: Access Canberra - EDU - Ref: [190626-001280](#)

UNCLASSIFIED

Hi Ilona

I refer to the attached Access Canberra – EDU query from a [REDACTED] regarding for Yarralumla Primary School (incl preschools etc):

- Lead Paint Survey
- Asbestos Survey and Management Plan
- [REDACTED]

Could you please respond to Kerry Apted, Enquiries Manager, Families and Students, Complaints and Feedback Unit, EDU? I have provided the below details in relation to recommended works?

The works programmed to be undertaken in the July 2019 school holidays in response to the current Asbestos and Lead Paint reports are as follows:

- After School Care – Remove loose flaking paint to window frames, door frames and fascia. Encapsulate remediated areas. Remove
- Gambarri – remove flaking lead paint to window/door frames and remove selected areas of asbestos eave sheeting.
- Main School – remove flaking paint to window frames and cleaners room
- The electrical switchboard cupboard wall sheeting damaged areas will be remediated.
- Install new eaves sheeting as required
- Repaint all remediated areas

Also attached is a copy of the Asbestos Report and Lead Paint Report as requested.

Please note: The Asbestos Report is current at the time of issue with this email.

Regards

Joanne Ebner

Joanne Ebner | Project Officer

Phone: +61 2 6207 1050 | Fax: +61 2 6205 9333 | Email: joanne.ebner@act.gov.au

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Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (26/06/2019 02.43 PM)

From: Apted, Kerry

Sent: Wednesday, 26 June 2019 2:43 PM

To: Evans, Rohan <Rohan.Evans@ed.act.edu.au>

Subject: RE: HAZ 20-001 - Yarralumla PS - Lead Paint & ACM Remediation

UNCLASSIFIED

Thanks Rohan

I'm checking with Joanne re what reports there are. I'll let you know progress.

Can you clarify please ... I don't know the set up there. [REDACTED]
request refers to Yarralumla Public School Primary Montessori and Preschool. The Lead Assessment Report refers to:

- Yarralumla Preschool;
- Yarralumla Primary School After School Care;

- Yarralumla Gambarri and Preschool; and
- Yarralumla Primary School Main Building.

How do all these 'fit together'?

Thanks and regards

Kerry Apted | Assistant Director

Phone: +61 2 6205 8487 | kerry.apted@act.gov.au

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Note By Email (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (26/06/2019 02.32 PM)

Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma forwarded this Enquiry to Joanne.Ebner@act.gov.au

Hi Joanne

As discussed. Please see request from [REDACTED] and case notes below. [REDACTED] has asked for copies of the "... (May 2019) reports on Aesbestos (sic), Lead Paint and Building Safety for Yarralumla Public School Primary Monetessori and Preschool".

The first question is what reports exist that would meet the above request? Rohan has sent me a copy of the Lead Paint Assessment Report (attached). What other reports are there?

Once this established please advise me whether these reports can be released to [REDACTED]

I will facilitate sending a response to [REDACTED]

If you have any queries, please contact me.

Thanks & regards

Kerry Apted

Enquiries Manager

Assistant Director | Families and Students, Complaints and Feedback Unit

internal ext: 58487

phone: + 61 2 6205 8487

email: kerry.apted@act.gov.au

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Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (26/06/2019 02.27 PM)

From: Evans, Rohan <Rohan.Evans@ed.act.edu.au>

Sent: Wednesday, 26 June 2019 1:58 PM

To: Apted, Kerry <Kerry.Apted@act.gov.au>

Subject: FW: HAZ 20-001 - Yarralumla PS - Lead Paint & ACM Remediation

Rohan Evans | Principal

Yarralumla Primary School | La Scuola Elementare Bilingue Italo-Inglese di Yarralumla

24 Loftus St, Yarralumla ACT 2600

Ph: 6142 3250 | Fax: 6142 3265 rohan.evans@ed.act.edu.au



From: Hall, Jackie <Jackie.Hall@ed.act.edu.au>

Sent: Friday, 24 May 2019 12:17 PM

To: Evans, Rohan <Rohan.Evans@ed.act.edu.au>

Subject: FW: HAZ 20-001 - Yarralumla PS - Lead Paint & ACM Remediation

From: Ebner, Joanne <Joanne.Ebner@act.gov.au>

Sent: Friday, 24 May 2019 12:08 PM

To: Malam, Sarah <Sarah.Malam@ed.act.edu.au>; Hall, Jackie <Jackie.Hall@ed.act.edu.au>

Cc: Byrne, Evan (ACTGOV) <Evan.Byrne@act.gov.au>

Subject: HAZ 20-001 - Yarralumla PS - Lead Paint & ACM Remediation

UNCLASSIFIED

Hi Sarah and Jackie

Please find attached a copy of a Lead Paint Assessment for Yarralumla Primary School.

Recommendations within the report have been considered with remediation works scheduled to be undertaken in the July 2019 school holidays in response to the following:

Yarralumla Primary School Main Building

- Sample ID – Pb03 – Grey Paint
 - Internal Cleaners' / Bathroom masonry walls
- Sample ID – Pb08 – Green Paint
 - Exterior windows and infill panels

Yarralumla Gambarri and Preschool Building

- Sample ID – Pb12 – White Paint
 - Exterior window frames and doors

Yarralumla Primary School After School Care Building

- Sample ID- Pb13 – White Paint

- Exterior window frames and doors

Note: the remediation process will also include some asbestos removal.

Please place a colour copy of the attached within the school's Hazardous Materials folder for future reference.

The contractors will contact you prior to the end of Term 2 to arrange site access.

To assist in planning the works could you please advise if there will be any site occupants (eg hirers, tenants, holiday programs etc) during normal business hours in the July 2020 school holidays.

Regards

Joanne Ebner

Joanne Ebner | Project Officer

Phone: +61 2 6207 1050 | Fax: +61 2 6205 9333 | Email: joanne.ebner@act.gov.au

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Your message is ready to be sent with the following file or link attachments:

T01035 Lead Paint Assessment 20190423

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.

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Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (26/06/2019 02.24 PM)

Spoke to Joanne Ebner. Will send to [REDACTED] to establish:

1. what reports there are, and
2. whether they can be released to the parent.

Once we have established this we can then discuss who sends them. I have advised Rohan that I am happy to send them on his behalf.

KA

Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (26/06/2019 02.18 PM)

Spoke to Rohan. He understands that this morning [REDACTED] the Asbestos Risk Register at the front counter.

He is sending me a copy of the Lead Paint Assessment Report.

I asked whether there are *Asbestos* and *Building Safety* reports. We agreed that I would contact Joanne Ebner to establish what these reports are/might be and whether they can, if they exist, together with the Lead Paint Assessment Report released to the parent.

Rohan advised that painting of the preschool [REDACTED] will occur in the end of Term Two holidays [REDACTED] objects to this and wants it done in the Christmas holidays to allow a longer period of time for fume dissipation etc. Rohan has advised [REDACTED] that this would make no difference as the painting would still only occur in a two week period, and during the last two weeks of Christmas holidays due to staff stand down/holidays etc.

KA

Note By Email (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (26/06/2019 01.41 PM)

Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma forwarded this Enquiry to Rohan.Evans@ed.act.edu.au

Hi Rohan

See request and case notes below where ICW have advised me that it would be appropriate for you provide PDFs of these reports to [REDACTED] Would you please action?

I have left a message for you to call me. Happy to chat.

Thanks & regards

Kerry Apted
Enquiries Manager
Assistant Director | Families and Students, Complaints and Feedback Unit

internal ext: 58487
phone: + 61 2 6205 8487
email: kerry.apted@act.gov.au

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Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (26/06/2019 01.27 PM)

Called and left message for Rohan to call me.

KA

Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (26/06/2019 01.26 PM)

Called ICW, spoke to Joanne Ebner, these are available at the school, at the front corner.

Please direct query to principal.

KA

Response By Email (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (26/06/2019 01.17 PM)

Dear [REDACTED]

Thank you for contacting the ACT Education Directorate.

I have referred your query to the relevant business area and asked them to respond to you directly.

If you have any further queries please respond using the link at the bottom of this email.

Thanks & regards

Kerry
Enquiries Manager

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Would you please email me PDF copis of the recently completed (May 2019) reports on Aesbestos, Lead Paint and Building Safety for Yarralumla Public School Primary Monetessori and Preschool? Thank you.

Additional Incident Details (if available)

Status: Resolved

Category: Liaison Unit

Type of Correspondence: Request for Information

Contact Information

First Name: n/a

Last Name:

Phone Number:



ACT
Government

**Access
Canberra.**

Incident Reference # 190630-000196

Subject: Lead Paint [REDACTED]
Date Created: 30/06/2019 01:40 PM
School: Yarralumla Primary

Note By Email (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (07/08/2019 12.22 PM)

Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma forwarded this Enquiry to Jo.Mulligan@act.gov.au

Hi Jo

As discussed. Please see below, response sent to [REDACTED] - FYI.

If you have any queries, please contact me.

Thanks & regards

Kerry Apted
Enquiries Manager
Assistant Director | Families and Students, Complaints and Feedback Unit

internal ext: 58487
phone: + 61 2 6205 8487
email: kerry.apted@act.gov.au

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Response By Email (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (07/08/2019 12.20 PM)

Dear [REDACTED]

I refer to previous correspondence in this matter, in particular your original email of 30 June 2019, and your subsequent email of 23 July 2019 where you state ... please provide a thorough, formal written reply to the letter of complaint I emailed the Department of Education on 30 June 2019.

The responses from:

- Rohan Evans dated Friday, 26 July 2019 sent to [REDACTED] and
- Minister Berry dated Wednesday 24 July 2019 sent to [REDACTED]

constitute the Directorate's formal written reply in this matter.

I am aware that that on Sunday, 4 August 2019 you wrote to the Minister asking for further information. A response is being prepared.

If you have any further queries please respond using the link at the bottom of this email.

Thanks & regards

Kerry
Enquiries Manager

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Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (07/08/2019 12.15 PM)

KA

From: Mulligan, Jo <Jo.Mulligan@act.gov.au>
Sent: Wednesday, 7 August 2019 10:48 AM
To: Apted, Kerry <Kerry.Apted@act.gov.au>
Subject: FW: FOR RESPONSE: MIN19/800 Letter from Minister Berry further correspondence [REDACTED]
Importance: High

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Kind regards

Jo Mulligan

Jo Mulligan | Director, Communications & Engagement

Infrastructure and Capital Works | Education | ACT Government

220 Northbourne Avenue | GPO Box 158 Canberra ACT 2601

Phone +61 2 6205 9137 | Mobile 0466 430 093

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From: Hunter, Stuart <Stuart.Hunter@act.gov.au>
Sent: Monday, 5 August 2019 11:26 AM
To: Evans, Rohan (ACTEDU) <Rohan.Evans@ed.act.edu.au>
Cc: Mulligan, Jo <Jo.Mulligan@act.gov.au>
Subject: FW: FOR RESPONSE: MIN19/800 Letter from Minister Berry further correspondence [REDACTED]
Importance: High

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Hi Rohan

We have received a follow up from [REDACTED] on a couple of points that were not explicitly addressed in the last response to [REDACTED]

Thanks

Stuart Hunter | Director Repairs and Maintenance

Phone: +61 2 6207 8831 | Mobile: 0478 488 885 | Email: stuart.hunter@act.gov.au

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Level 1 220 Northbourne Avenue | GPO Box 158 Canberra ACT 2601 |

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From: Stewart, Eli <Eli.Stewart@act.gov.au> On Behalf Of ICW Directors Office
 Sent: Monday, 5 August 2019 11:17 AM
 To: Hunter, Stuart <Stuart.Hunter@act.gov.au>; Nakkan, John <John.Nakkan@act.gov.au>
 Cc: Mulligan, Jo <Jo.Mulligan@act.gov.au>; ICW Directors Office <ICWDirectorsOffice@act.gov.au>
 Subject: FOR RESPONSE: MIN19/800 Letter from Minister Berry further correspondence [REDACTED]
 Importance: High

Good morning, could you please provide a further response to [REDACTED] as requested below at your earliest convenience (for EGM clearance).

Many thanks, Eli

From: Martinez, Catherine <Catherine.Martinez@act.gov.au> On Behalf Of EDU, EDBSD
 Sent: Monday, 5 August 2019 11:02 AM
 To: ICW Directors Office <ICWDirectorsOffice@act.gov.au>
 Cc: EDU, EDBSD <EDBSD.EDU@act.gov.au>
 Subject: RE: MIN19/800 Letter from Minister Berry further correspondence [REDACTED]

UNCLASSIFIED For-Official-Use-Only

Hi ICW

Can you please forward response for David's clearance.

Regards

Catherine

From: King, Ashley <Ashley.King@act.gov.au> On Behalf Of Education DLO
 Sent: Monday, 5 August 2019 9:28 AM
 To: ICW Directors Office <ICWDirectorsOffice@act.gov.au>
 Cc: EDUMCR <EDUMCR@act.gov.au>; EDU, EDBSD <EDBSD.EDU@act.gov.au>
 Subject: MIN19/800 Letter from Minister Berry further correspondence [REDACTED]

UNCLASSIFIED For-Official-Use-Only

Hello

[REDACTED] has responded to Minister seeking further information particularly with regard to [REDACTED]

Would ICW please respond directly to her acknowledging Minister in response. I have reopened MIN19/800.

Please provide me with a copy of response and also place in TRIM record.

Ashley
 x50291

Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (07/08/2019 10:40 AM)

From: Apted, Kerry
 Sent: Wednesday, 7 August 2019 10:40 AM
 To: Mulligan, Jo <Jo.Mulligan@act.gov.au>
 Subject: FW: [REDACTED] FW: Education Directorate Referral. Reference 190630-000196

UNOFFICIAL

Hi Jo

As discussed please see below my draft response to [REDACTED] ...happy for your edits.

Dear [REDACTED]

I refer to previous correspondence in this matter, in particular your original email [REDACTED]

The responses from:

- Rohan Evans dated Friday, 26 July 2019 sent to [REDACTED]
- Minister Berry dated Wednesday 24 July 2019 sent to [REDACTED]

constitute the Directorate's formal written response in this matter.

I am aware that that on Sunday, 4 August 2019 you responded to the Minister asking for further information. The Minister will respond to you shortly.

Thanks and regards

Kerry Apted | Assistant Director
Phone: +61 2 6205 8487 | kerry.apted@act.gov.au
Families and Students, Complaints and Feedback Unit | Education | ACT Government
220 Northbourne Avenue Braddon ACT | GPO Box 158 Canberra ACT 2601
www.education.act.gov.au | [Facebook](#) | [Twitter](#) | [Instagram](#) | [LinkedIn](#)

From: Apted, Kerry
Sent: Monday, 29 July 2019 11:59 AM
To: Mulligan, Jo <Jo.Mulligan@act.gov.au>
Subject: RE: [REDACTED] FW: Education Directorate Referral. Reference 190630-000196

UNOFFICIAL

Hi Jo

See below in red ...

Thanks and regards

Kerry Apted | Assistant Director
Phone: +61 2 6205 8487 | kerry.apted@act.gov.au
Families and Students, Complaints and Feedback Unit | Education | ACT Government
220 Northbourne Avenue Braddon ACT | GPO Box 158 Canberra ACT 2601
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From: Mulligan, Jo <Jo.Mulligan@act.gov.au>
Sent: Sunday, 28 July 2019 7:28 PM
To: Apted, Kerry <Kerry.Apted@act.gov.au>
Subject: [REDACTED] FW: Education Directorate Referral. Reference 190630-000196

UNOFFICIAL

Hi Kerry

I have forwarded you a copy of the mail from the principal to [REDACTED] (sent on Friday 26 July). Thank you.

In the most recent email to you from [REDACTED] also asks for a response from the Education Directorate to [REDACTED] initial correspondence to the directorate (and also to the Minister, and several other recipients). Where is this I cannot see it.

Minister Berry has responded to this email (Berry response was emailed to [REDACTED] on 22 July). There will be no further written response from the directorate. I can construct a reply along these lines and will run it past you first.

Happy to chat.

Kind regards
Jo Mulligan

Jo Mulligan | Director, Communications & Engagement
Infrastructure and Capital Works | Education | ACT Government
220 Northbourne Avenue | GPO Box 158 Canberra ACT 2601
Phone +61 2 6205 9137 | Mobile 0466 430 093

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Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (29/07/2019 11:20 AM)

From: Mulligan, Jo <Jo.Mulligan@act.gov.au>
Sent: Sunday, 28 July 2019 7:28 PM
To: Apted, Kerry <Kerry.Apted@act.gov.au>
Subject: FW: Education Directorate Referral. Reference 190630-000196

UNOFFICIAL

Hi Kerry
 I have forwarded you a copy of the mail from the principal to [REDACTED] (sent on Friday 26 July).

In the most recent email to you [REDACTED] for a response from the Education Directorate to her initial correspondence to the directorate (and also to the Minister, and several other recipients).

Minister Berry has responded to this email (Berry response was emailed to [REDACTED] on 22 July). There will be no further written response from the directorate. As you are aware, several attempts have been made to invite [REDACTED] to a meeting at the school with the principal and a representative from ICW. To date [REDACTED].

Kind regards
 Jo Mulligan

Jo Mulligan | Director, Communications & Engagement
 Infrastructure and Capital Works | Education | ACT Government
 220 Northbourne Avenue | GPO Box 158 Canberra ACT 2601
 Phone +61 2 6205 9137 | Mobile 0466 430 093

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Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (29/07/2019 11.19 AM)

From: Mulligan, Jo <Jo.Mulligan@act.gov.au>
Sent: Sunday, 28 July 2019 5:10 PM
To: Apted, Kerry <Kerry.Apted@act.gov.au>
Subject: FW: Principal's response to [REDACTED] email of 10 July

UNCLASSIFIED

Hi Kerry

Here is a copy of the email Rohan Evans sent to [REDACTED] on Friday 26 July. This was his response to [REDACTED] email dated 10 July regarding the lead paint works at the school.

Kind regards
 Jo Mulligan

Jo Mulligan | Director, Communications & Engagement
 Infrastructure and Capital Works | Education | ACT Government
 220 Northbourne Avenue | GPO Box 158 Canberra ACT 2601
 Phone +61 2 6205 9137 | Mobile 0466 430 093

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From: Evans, Rohan <Rohan.Evans@ed.act.edu.au>
Sent: Friday, 26 July 2019 3:59 PM
To: [REDACTED]
Subject: response

Dear [REDACTED]

Thank you for your email of 10 July 2019 outlining your concerns relating to the condition of some buildings and [REDACTED] in part of our school.

You raised the following concerns.

1. **Lead Paint** - advice from Robson Environment that the school was safe to occupy. Robson Environmental confirmed that Yarralumla Primary School has been – and remains – safe to occupy as a school due to the concentration of lead being very low. This was made clear in correspondence to the Education Directorate by Robson.

This included the 'fairy garden' play space and preschool. Specific written advice provided to the Directorate by Robson states the following:

"The Yarralumla School remains safe to occupy as the concentration of lead is very low and although chipped and peeling negligible lead dust particles would be released from the lead painted surfaces during normal occupancy of the school."

The Education Directorate has also received written advice from Robson regarding the timing of the remediation works:

"While the recommendation stated that the remediation should be done immediately, the remediation works will require a practicable time for the works to be conducted, which was the July school holidays, when children were not present. As this removal works require planning and project design regarding the removal methodology, Education's timeframe of this job is considered to be satisfactory."

If you have further questions regarding the facilities and grounds at Yarralumla School, I can arrange a meeting at the school for you, me and a representative from the Education Directorate to discuss your concern. I can be contacted on 6242 3250 or rohan.evans@ed.act.edu.au

Many Thanks

Rohan Evans | Principal
Yarralumla Primary School | La Scuola Elementare Bilingue Italo-Inglese di Yarralumla
24 Loftus St, Yarralumla ACT 2600
Ph: 6142 3250 | Fax: 6142 3265 rohan.evans@ed.act.edu.au



Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (26/07/2019 10.14 AM)

Jo called, response from principal being prepared - principal will send, we can then send copy to [REDACTED]

KA

Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (26/07/2019 10.05 AM)

Called Jo Mulligan re response to [REDACTED] email of 23/07/2019 08.26 PM below.

KA

Note By Email (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (24/07/2019 09.38 AM)

Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma forwarded this Enquiry to Jo.Mulligan@act.gov.au

Hi Jo

As discussed. See further correspondence from [REDACTED]

If you have any queries, please contact me.

Thanks & regards

Kerry Apted
Enquiries Manager
Assistant Director | Families and Students, Complaints and Feedback Unit

internal ext: 58487
phone: + 61 2 6205 8487
email: kerry.apted@act.gov.au

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Kerry
 Enquiries Manager
 Education Directorate | ACT Government
 GPO Box 158 Canberra ACT 2601

From: Evans, Rohan
 Thu, Jul 11, 12:14 PM (12 days ago)
 To: [REDACTED]

Dear [REDACTED]

I have tried calling you today on your mobile and home phone but have been unable to speak with you. I will try again this afternoon.

Would you be available on Friday 12 July at 10am to meet at the school to discuss with myself and a representative from the Education Directorate the concerns you have raised regarding the Yarralumla Primary [REDACTED]?

Many Thanks

Rohan Evans | Principal
 Yarralumla Primary School | La Scuola Elementare Bilingue Italo-Inglese di Yarralumla
 24 Loftus St, Yarralumla ACT 2600
 Ph: 6142 3250 | Fax: 6142 3265 rohan.evans@ed.act.edu.au

From [REDACTED]
 Thu, Jul 11, 8:21 PM (12 days ago)
 To: "Evans, Rohan" <Rohan.Evans@ed.act.edu.au>

Dear Rohan,

I would like a formal written reply to the letter I emailed you please.

Thanks.
 [REDACTED]

From [REDACTED]
 Wed 10/07/2019 3:50 AM

To: Rohan.Evans@ed.act.edu.au

Dear Rohan,

I'd like to follow up our discussions regarding [REDACTED] some of the other issues around the safety of the built environment of the Yarralumla public school.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

3) LEAD PAINT

In your letter to parents and carers sent at 7pm on Monday 8 July 2019, you write "The Education Directorate has taken the advice of specialist environmental consultants Robson Environmental, who have confirmed that Yarralumla Primary School has been - and remains - safe to occupy." Could you please let me know on what page of the Robson Environmental Lead Paint Assessment report it says this? I note on page 8 of the report it says that the Yarralumla Gambarri and Preschool wings show High Risk rating and that "action should be taken immediately to reduce exposure risk."

Kind Regards,

[REDACTED]

From:

Sent: Wednesday, 10 July 2019 12:38 AM

To:

Subject: Fwd: meeting today

----- Forwarded message -----

From: [REDACTED]
 Date: Tue, Jun 11, 2019 at 2:09 PM
 Subject: Re: meeting today
 To: Evans, Rohan <Rohan.Evans@ed.act.edu.au>

Dear Rohan,
 Thank you for your email.

[REDACTED]

Will you be using no-fumes paint for the preschool paint work?
 Can you please email me a copy of the school asbestos management plan and provide information about what is happening regarding the lead paint?

Thank you & Kind Regards

[REDACTED]

On Fri, 24 May 2019, 4:50 pm Evans, Rohan, <Rohan.Evans@ed.act.edu.au> wrote:

Dear [REDACTED]
 Thank you for taking the time to meet with me today.

[REDACTED]

The inside of the preschool classroom will be painted in the July holidays as well as the outside areas identified today.

[REDACTED]

Have a lovely long weekend.

Many Thanks
 Rohan Evans | Principal
 Yarralumla Primary School | La Scuola Elementare Bilingue Italo-Inglese di Yarralumla
 24 Loftus St, Yarralumla ACT 2600
 Ph: 6142 3250 | Fax: 6142 3265 rohan.evans@ed.act.edu.au

[REDACTED]

Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (23/07/2019 02.24 PM)

23/7/2019 - called Jo Mulligan, ICW, for update.

KA

Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (18/07/2019 04.14 PM)

From: Yen, Kaye <Kaye.Yen@act.gov.au>
 Sent: Thursday, 18 July 2019 1:47 PM
 To: Apted, Kerry <Kerry.Apted@act.gov.au>
 Subject: FW: Draft Talking Points - Yarralumla - Lead Paint

UNCLASSIFIED

Another update for CRM

From: Matthews, David <David.Matthews@act.gov.au>
 Sent: Thursday, 18 July 2019 1:36 PM
 To: Krajina, Danielle <Danielle.Krajina@act.gov.au>
 Cc: Yen, Kaye <Kaye.Yen@act.gov.au>; Huxley, Mark <Mark.Huxley@act.gov.au>; Bray, Rodney <Rodney.Bray@act.gov.au>; EDU, EDBSD <EDBSD.EDU@act.gov.au>
 Subject: RE: Draft Talking Points - Yarralumla - Lead Paint

UNCLASSIFIED

Approved, with thanks.

Can we add to MIN19/800 container please.

From: Krajina, Danielle <Danielle.Krajina@act.gov.au>
 Sent: Thursday, 18 July 2019 1:33 PM
 To: Matthews, David <David.Matthews@act.gov.au>
 Cc: Yen, Kaye <Kaye.Yen@act.gov.au>; Krajina, Danielle <Danielle.Krajina@act.gov.au>; Huxley, Mark <Mark.Huxley@act.gov.au>; Bray, Rodney <Rodney.Bray@act.gov.au>
 Subject: Draft Talking Points - Yarralumla - Lead Paint

UNCLASSIFIED

- [REDACTED] contacted the directorate to raise concerns about the manner in which lead paint was being removed from a site at Yarralumla Primary School 26 June 2019.
- Copies of Robsons survey results regarding the site were sent to [REDACTED] on 27 June 2019.
- A formal letter of complaint was received by the directorate on 30 June 2019.
- The contractors are managing the remediation in accordance with lead paint removal under instruction of Robson's Environmental who are hazardous removal experts and NATA Certified.
- The directorate tried to contact [REDACTED] on 11 July, 16 July, and twice on 17 July 2019 to talk through [REDACTED] concerns. No contact was achieved.
- [REDACTED] process being followed in accordance appropriate hazard removal processes which was being overseen by NATA Certified experts.
- [REDACTED]

Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (18/07/2019 02.07 PM)

From: Huxley, Mark <Mark.Huxley@act.gov.au>
 Sent: Thursday, 18 July 2019 1:05 PM
 To: Yen, Kaye <Kaye.Yen@act.gov.au>
 Cc: Krajina, Danielle <Danielle.Krajina@act.gov.au>
 Subject: FW: [REDACTED] meeting at Yarralumla PS - Today 18 July 2019

UNOFFICIAL

Hi Kaye,

FYI.

Cheers

Mark

Mark Huxley
 Executive Group Manager School Improvement
 ACT Education Directorate
 (w) 02 62053988 mark.huxley@act.gov.au

From: Cooper, Julie <Julie.Cooper@act.gov.au>
 Sent: Thursday, 18 July 2019 11:52 AM
 To: Willis, Kris <Kris.Willis@act.gov.au>; Summerrell, Jessica <Jessica.Summerrell@act.gov.au>; Abbott, Janet <Janet.Abbott@act.gov.au>; Huxley, Mark

<Mark.Huxley@act.gov.au>

Subject: [REDACTED] meeting at Yarralumla PS - Today 18 July 2019

UNOFFICIAL

PS Kris if you can think of anything I have missed please add/amend. Thank you

Sequence of events for this morning, Thursday, 18 July 2019



[REDACTED] stated that

- And that the contractors were not doing their work in accordance with lead paint removal
- I explained that Robson's have oversight for the processes and that was all in hand



Regards

Julie

Julie Cooper | Director School Improvement, South/Weston
 ☎ 6207 7918 | ✉ julie.cooper@act.gov.au Education Directorate | ACT Government
 School Improvement | Hedley Beare Centre For Teaching and Learning
 51 Fremantle St Stirling ACT 2611 | www.act.gov.au



I acknowledge the traditional custodians of the ACT. I acknowledge and respect their continuing culture and the contribution they make to the life of this city and this region.

Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (18/07/2019 02:04 PM)

Info provided via email below.

From: Yen, Kaye <Kaye.Yen@act.gov.au>
 Sent: Thursday, 18 July 2019 9:21 AM
 To: Huxley, Mark <Mark.Huxley@act.gov.au>
 Cc: Yen, Kaye <Kaye.Yen@act.gov.au>; Krajina, Danielle <Danielle.Krajina@act.gov.au>
 Subject: Yarralumla- Complaint

KA

Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (17/07/2019 09:47 AM)

Advised Jo Mulligan.

KA

Response By Email (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (16/07/2019 02:19 PM)

Dear [REDACTED]
I refer to previous correspondence in the matter.

Thanks & regards

Kerry
Enquiries Manager

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Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (16/07/2019 01:53 PM)

Called twice - phone rang/cut out - [REDACTED]

Checked number [REDACTED] recorded in CRM and in [REDACTED] below.

KA

Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (16/07/2019 01:51 PM)

Agreed email below:

KA

From: Mulligan, Jo <Jo.Mulligan@act.gov.au>
Sent: Tuesday, 16 July 2019 1:43 PM
To: Apted, Kerry <Kerry.Apted@act.gov.au>
Cc: Hunter, Stuart <Stuart.Hunter@act.gov.au>
Subject: RE: opportunity to meet

UNCLASSIFIED

Hi Kerry

[REDACTED] It might be useful if you can give [REDACTED] a call. Stuart Hunter (ICW) is happy to meet with [REDACTED] this week – at the school and run through [REDACTED] concerns.

Kind regards
Jo Mulligan

Jo Mulligan | Director, Communications & Engagement
Infrastructure and Capital Works | Education | ACT Government
220 Northbourne Avenue | GPO Box 158 Canberra ACT 2601
Phone +61 2 6205 9137 | Mobile 0466 430 093

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From: Apted, Kerry <Kerry.Apted@act.gov.au>

Sent: Tuesday, 16 July 2019 1:38 PM

To: Mulligan, Jo <Jo.Mulligan@act.gov.au>

Subject: RE: opportunity to meet

UNCLASSIFIED

Thanks & regards

Kerry
Enquiries Manager

Education Directorate | ACT Government
GPO Box 158 Canberra ACT 2601
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Thanks and regards

Kerry Apted | Assistant Director
Phone: +61 2 6205 8487 | kerry.apted@act.gov.au
Families and Students, Complaints and Feedback Unit | Education | ACT Government
220 Northbourne Avenue Braddon ACT | GPO Box 158 Canberra ACT 2601
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Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (16/07/2019 01:50 PM)

Jo Mulligan approached me. Rohan Evans has been trying to get hold of [REDACTED] (phone and email) with no result. Jo asked whether we had different contact details - we don't. I offered to email from the CRM (this has been successful in the past) and call.

Jo provided details of email Rohan has sent below:

From: Evans, Rohan <Rohan.Evans@ed.act.edu.au>

Sent: Thursday, 11 July 2019 12:15 PM

To: [REDACTED]

Subject: opportunity to meet

Many Thanks

Rohan Evans | Principal
Yarralumla Primary School | La Scuola Elementare Bilingue Italo-Inglese di Yarralumla
24 Loftus St, Yarralumla ACT 2600
Ph: 6142 3250 | Fax: 6142 3265 rohan.evans@ed.act.edu.au



Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (11/07/2019 02:31 PM)

Further action in TRIM - no notes.

KA

Note By Email (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (09/07/2019 10:36 AM)

Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma forwarded this Enquiry to Jo.Mulligan@act.gov.au

Hi Jo

As discussed.

Please see below.

If you have any queries, please contact me.

Thanks & regards

Kerry Apted
Enquiries Manager
Assistant Director | Families and Students, Complaints and Feedback Unit

internal ext: 58487
phone: + 61 2 6205 8487
email: kerry.apted@act.gov.au

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Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (09/07/2019 10:35 AM)

Call from Jo Mulligan - please send to her.

KA

Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (04/07/2019 01:14 PM)

Jo Mulligan advised this am that [REDACTED]
Worksafe is visiting the school today.

KA

Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (02/07/2019 01.25 PM)

Noted.

KA

Customer By CSS Email [REDACTED] (02/07/2019 01.22 PM)

Dear Kerry,

Thank you for your email. I didn't hear the phone and see I missed your calls. Yes, thank you, I can confirm I have received the reports by email. Thank you for your help with this matter.

Kind Regards
[REDACTED]



ACT
Government

**Access
Canberra.**

This correspondence is in relation to your Complaint - FACILITIES

Subject

Lead Pain [REDACTED]

Message

Response By Email (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (02/07/2019 01.06 PM)

Dear [REDACTED]

I refer to previous correspondence in this matter.

I have just called you hoping to ascertain whether you received the reports sent to you 27 June 2019, however the phone rang out. Please let me know if you have not received them by calling or using the link at the bottom of this email. In addition I write to tell you that I have referred your complaint to the relevant business area and asked them to respond to you directly.

If you have any further queries please respond using the link at the bottom of this email.

Thanks & regards

Kerry
Enquiries Manager

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Response By Email (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (01/07/2019 09.56 AM)

Dea [REDACTED]

Thank you for contacting the ACT Education Directorate regarding your concerns about Yarralumla Primary School. Your complaint will be considered.

If you have any further queries please respond using the link at the bottom of this email.

Thanks & regards

Kerry
Enquiries Manager

Education Directorate | ACT Government
GPO Box 158 Canberra ACT 2601
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Customer By CSS Web [REDACTED] (30/06/2019 01:40 PM)

Dear Sir,

Please find my letter of complaint regarding lead paint [REDACTED] (among other concerns) at the Yarralumla Public School here via Google Docs:

Please contact me by email [REDACTED]
to discuss this matter.

Regards,
[REDACTED]

Your Details

First Name [REDACTED]

Last Name [REDACTED]

Contact Number: not provided

Email Address: [REDACTED]

Additional Details (if available)

Reference #: 190630-000196

Date Created: 30/06/2019 01:40 PM

Status: In Progress

Category: Liaison Unit

Type of Correspondence: Complaint

You can [update or track your correspondence](#) on our website.

Note By Email (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (02/07/2019 01:18 PM)

Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma forwarded this Enquiry to ICWDirectorsOffice@act.gov.au

Hi Tracey

As discussed. Please see below.
If you have any queries, please contact me.

Thanks & regards

Kerry Apted
Enquiries Manager
Assistant Director | Families and Students, Complaints and Feedback Unit

internal ext: 58487
phone: + 61 2 6205 8487
email: kerry.apted@act.gov.au

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Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (02/07/2019 01.17 PM)

Spoke to Tracey Burgess, she asked for it to be referred to ICWDirectorsOffice@act.gov.au

KA

Note By Email (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (02/07/2019 01.11 PM)

Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma forwarded this Enquiry to Rodney.Bray@act.gov.au

Hi Rodney

Please see the complaint below from [REDACTED] Yarralumla Primary School and associated case notes.

Are you able to assist [REDACTED] complaint? If so, would you please action and respond to [REDACTED] I have advised [REDACTED] that a business area in the Directorate will reply to [REDACTED] directly.

If you are unable to provide a response, please advise me to whom the matter should be directed.

If you have any queries, please contact me.

Thanks & regards

Kerry Apted
Enquiries Manager
Assistant Director | Families and Students, Complaints and Feedback Unit

internal ext: 58487
phone: + 61 2 6205 8487
email: kerry.apted@act.gov.au

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Response By Email (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (02/07/2019 01.06 PM)

Dear [REDACTED]

I refer to previous correspondence in this matter.

If you have any further queries please respond using the link at the bottom of this email.

Thanks & regards

Kerry

Enquiries Manager

Education Directorate | ACT Government

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Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (02/07/2019 12.50 PM)

Called [REDACTED] to check that [REDACTED] has received emails and therefore reports. Phone rang out.

KA

Response By Email (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (01/07/2019 09.56 AM)

Dear [REDACTED]

Thank you for contacting the ACT Education Directorate regarding your concerns about Yarralumla Primary School. Your complaint will be considered.

If you have any further queries please respond using the link at the bottom of this email.

Thanks & regards

Kerry

Enquiries Manager

Education Directorate | ACT Government

GPO Box 158 Canberra ACT 2601

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Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (01/07/2019 09.43 AM)

NOTE

Lead Paint Assessment

and Asbestos Survey and Management Plan were forwarded to [REDACTED] via the CRM on 27/06/2019 03.56 PM

KA

Customer By CSS Web (Angela Geary) (30/06/2019 01.40 PM)

Dear Sir,

Please find my letter of complaint regarding lead paint [REDACTED] (among other concerns) at the Yarralumla Public School here via Google Docs:

Please contact me by email [REDACTED] or phone [REDACTED] to discuss this matter.

Regards,
[REDACTED]

Additional Incident Details (if available)

Status: Resolved

Category: Liaison Unit

Type of Correspondence: Complaint

Contact Information

First Name: n/a

Last Name:

Phone Number: