



PENNY ALLMAN-PAYNE
GREENS SENATOR FOR QUEENSLAND

29 May, 2024

Mr Tony Cook
Secretary
Department of Education
GPO Box 9880
Canberra ACT 2601

Dear Mr Cook,

I am writing in advance of the appearance of the Department of Education before the Education and Employment Committee at the upcoming Budget Estimates.

To assist the Committee with its inquiries, I ask that you come prepared to table a copy of your department's investigation into whether the Cranbrook School meets the requirements of the Education Act, whether they are a "fit and proper person" as defined by the Act, or whether there is evidence of a pattern of immoral or unethical behaviour. I understand that the Education Minister instructed the Department to undertake this investigation on or around March 8 this year, in the wake of the allegations aired on the Four Corners report "Old School".

Please also table details of all correspondence with the Cranbrook School, the NSW Education Standards Authority, the Association of Independent Schools of New South Wales and the Minister in regard to this investigation and its findings, and any actions flowing from it.

If the investigation is not yet complete please be prepared to provide an update as to its status.

Kind regards,

Senator Penny Allman-Payne

✉ senator@pennyallmanpayne.com ☎ (07) 4972 0380    @senatorpennyqld

📍 PO Box 5304, Gladstone, QLD, 4680

Authorised by Senator Penny Allman-Payne, Australian Greens, Canberra, ACT.

We acknowledge the Traditional Custodians of the lands on which we work. We pay our respects to their Elders past, present and emerging. Sovereignty was never ceded.



Australian Government
Department of Education

Our Ref: EC24-001611

Secretary
Tony Cook PSM

Senator Penny Allman-Payne
Senator for Queensland
Parliament House
CANBERRA ACT 2600

Dear Senator

Thank you for your letter of 29 May 2024 regarding the Department of Education's appearance at the 2024–25 Budget Estimates hearing.

The attached information addresses your requests where information is readily available within the timeframe provided. Officials from the department are prepared to discuss this and other matters at the hearing.

Yours sincerely

A handwritten signature in blue ink that reads "Tony Cook".

Tony Cook

5 June 2024

Cranbrook School: Chronology of correspondence from/to the Department of Education (as at 4 June 2024)

Date	Event	Description
12 March 2024 (response due on 10 April 2024)	s39A letter sent to Cranbrook School	<p>The department sent a letter to Cranbrook School following the ABC TV Four Corners investigation and other media reporting in relation to allegations of toxic culture, workplace bullying and abuse at Cranbrook School.</p> <p>The department's enquiries related to fit and proper obligations that are required to be met by approved authorities for schools under the Australian Education Act 2013 (the Act).</p> <p>A total of 21 questions were put to Cranbrook School.</p>
9 April 2024	Cranbrook School contacted the department requesting an extension to 13 May 2024	<p>Cranbrook School wrote to the department seeking an extension for the provision of information requested by the department on 12 March 2024.</p> <p>Due to the significant volume of information requested by the department, Cranbrook School requested an extension to 13 May 2024.</p>
10 April 2024	The department granted an extension to 13 May 2024	The department granted the extension request by Cranbrook to the same date (13 May 2024).
10 April 2024	Cranbrook School provided a response to Q14-21	Questions 14-17 referred to media reporting of the involvement of the Association of the Independent Schools of NSW (AISNSW) when they were engaged by Cranbrook School in 2015 to investigate three 'potentially reportable conduct allegations' made against one of its staff members.

		<p>Questions 18-21 referred to the reported independent and external review engaged by Cranbrook into handling of serious child safety allegations.</p> <p>Response included request for departmental staff details to access a ShareFile, containing a copy of the redacted AISNSW reported dated 22 April 2016.</p>
19 April 2024	The department requested Cranbrook School to provide access to a ShareFile	The department wrote to Cranbrook School acknowledging receipt of correspondence dated 10 April 2024 from Cranbrook School and to request access to a copy of the redacted AISNSW investigation report dated 22 April 2016 via ShareFile.
19 April 2024	Cranbrook School advised access to ShareFile will be arranged.	Cranbrook School advised access to the ShareFile will be arranged and advice will follow once set up.
22 April 2024	Cranbrook School granted access to the ShareFile	
24 April 2024	The department requested Cranbrook School provide a copy of the terms of reference of an independent review engaged by Cranbrook School.	The department wrote to Cranbrook School to request a copy of the terms of reference for the Thomson Geer review, as the document had not been attached in their original correspondence.
26 April 2024	Cranbrook School provided the terms of reference.	
14 May 2024	The department requested an update from Cranbrook School on their submission of the outstanding questions (that were due on 13 May 2024)	The department wrote to Cranbrook School requesting an update by close of business the same day following no response received by the extended due date of 13 May 2024.
14 May 2024	Cranbrook School provided a response to Q1-Q5, along with clarifying questions to the	On 14 May 2024, Cranbrook School provided a response to questions 1-5, along with clarifying questions in relation to questions 6-13.

	department regarding the department's letter of 12 March 2024	Questions 1-5 referred to the policies and procedures in handling misconduct.
14 May 2024	The department responded to the clarifying questions from Cranbrook School	A response to the clarifying questions was provided to Cranbrook School.
15 May 2024	Cranbrook School contacted the department with further clarifying questions	Cranbrook School wrote to the department with further clarifying questions and requested names of departmental staff who would require access to the ShareFile containing copies of policies and procedures (in relation to Q1-Q5).
15 May 2024	The department responded to the further clarifying questions and request for departmental staff to access ShareFile from Cranbrook School	A response to the further clarifying questions, along with names of departmental staff for access to ShareFile was provided to Cranbrook School.
16 May 2024	Cranbrook School contacted the department requesting a further extension to respond to the outstanding questions	Cranbrook School wrote to the department requesting a further extension to 3 June 2024 to provide responses to questions 6-13 from the information requested by the department on 12 March 2024.
16 May 2024	Departmental letter sent to Cranbrook School	The department wrote to Cranbrook School advising that no further extensions would be provided. It was noted that clarification was sought by Cranbrook School in relation to information requested by the department after the extended deadline had passed, and that these questions could have been raised by Cranbrook School at an earlier time.
22 May 2024	Cranbrook School provided a response to Q6-Q7	Questions 6-7 referred to the implementation/review of policies and procedures in handling misconduct.

23 May 2024	The department requested Cranbrook School provide access to ShareFile	The department wrote to Cranbrook School to follow up on access to the ShareFile containing copies of policies and procedures, as it had not been provided since departmental officer names were provided to Cranbrook School on 15 May 2024.
23 May 2023	Cranbrook School advised access to ShareFile will be provided.	Cranbrook School responded to the follow up email from the department for access to ShareFile containing policy and procedure information.
24 May 2024	Cranbrook School provided a partial response to Q10-Q12	Questions 10-12 referred to systemic issues in handling misconduct.
27 May 2024	The department requested Cranbrook School provide access to ShareFile	The department wrote to Cranbrook School again requesting access to the ShareFile containing copies of policies and procedures, as it had not been provided since the initial request on 15 May 2024 and further request on 23 May 2024.
28 May 2024	Cranbrook School provided copies of policies and procedures	Cranbrook School provided a zip folder via email containing the policies and procedures relating to handling misconduct.
31 May 2024	s39A letter sent to Cranbrook School	<p>The department sent a letter to Cranbrook School to seek further information. The request only refers to information the department received on 10 April 2024 in relation to responses to questions 14 to 21 of the initial s39A letter sent on 12 March 2024.</p> <p>The department's enquiries related to involvement of the AISNSW and the independent external reviews.</p>

		The response is due by COB 21 June 2024. Cranbrook School were also advised no extensions will be provided by the department.
3 June 2024	Cranbrook School acknowledged receipt of the s39A letter	
3 June 2024	Cranbrook School provided the remaining response to Q10-Q12	Questions 10-12 referred to systemic issues in handling misconduct.
4 June 2024	Responses to Q8-Q9 and Q13 are now outstanding	The department is currently reviewing the information provided to date, including following up on outstanding questions.

AISNSW: Chronology of correspondence from/to the Department of Education (as at 4 June 2024)

Date	Event	Description
<p>13 March 2024</p> <p>(response due on 10 April 2024)</p>	<p>Letter sent to AISNSW</p>	<p>The department sent a letter to AISNSW following the s39A letter sent to Cranbrook School about the ABC TV Four Corners investigation and other media reporting in relation to allegations of toxic culture, workplace bullying and abuse at Cranbrook School.</p> <p>The department’s enquiries related to services provided by AISNSW, as per the Cranbrook School matter.</p>
<p>27-28 March 2024</p>	<p>Media articles published in relation to a former AISNSW board member convicted of sexual assault offences and the resignation of the AISNSW chair</p>	<p>Convicted sex offender, Dr Peter Cullen Macarthur, was on the board of the AISNSW when it investigated a Cranbrook School teacher in 2015.</p> <p>The National Children's Commissioner and child safety advocates called for further scrutiny of the role of the AISNSW.</p> <p>The current AISNSW chair, Mr John Ralston, was also its chair in 1995, the year board director Dr Macarthur disclosed he had been convicted of two sexual assaults, one involving a child. Dr Macarthur was allowed to remain in his governance role at AISNSW for another 22 years after his conviction, only leaving in 2017 when he became ineligible to continue.</p> <p>The chair of AISNSW resigned at the end of March 2024.</p>

<p>10 April 2024</p>	<p>AISNSW provided a response</p>	<p>The questions referred to the:</p> <ul style="list-style-type: none"> - Nature of the 2015 engagement in relation to Cranbrook School - Role or service AISNSW provides to its member schools in relation to investigations such as reportable conduct allegations - Other investigative services AISNSW provides to its members, such as 'audit' type services or financial viability assessments - Investigative expertise and qualifications of AISNSW employees - Legal or moral obligations on AISNSW to report its findings of investigations to third parties including enforcement and regulatory agencies - Due diligence or conflict of interest processes in place when AISNSW is engaged by member schools to undertake independent assessments or reviews.
<p>4 June 2024</p>		<p>Regarding the AISNSW response, follow up questions are being considered in relation to the media reports about a former AISNSW board member with two historical convictions of sexual assault, one involving a child, who was serving on the board at the time Cranbrook School was investigated.</p>

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Department of Education

Our Ref AGEID 22073

Director, Compliance and Reviews

Andrew Moore
Approved Authority Representative
Cranbrook School
BELLEVUE HILL
NSW 2023

By email to: amoore@cranbrook.nsw.edu.au

Copy to: gbrebbab@cranbrook.nsw.edu.au; sdeveson@cranbrook.nsw.edu.au

Request for information under section 39A of the Australian Education Regulations 2023 (the Regulations)

Dear Mr Moore,

I am writing to you in your capacity as an approved authority representative of Cranbrook School.

I previously wrote to Cranbrook School on 25 November 2022, 19 May 2023, 29 June 2023, and 25 September 2023. This largely related to matters in relation overseas travel and use of Australian Government recurrent funding.

My current enquiry is regarding last week's ABC TV Four Corners episode into allegations of toxic culture and bullying at Cranbrook School and various related media articles, including:

- The Guardian published on 8 March 2024 (*Cranbrook school principal resigns over allegations he knew about teacher's 'extremely concerning past conduct'*) and
- ABC News published on 11 March 2024 (*Cranbrook School Council announces independent review into handling of any serious child safety allegation*).

The Department of Education (the department) is responsible for the administration and payments under the *Australian Education Act 2013* (the Act). The Act sets out the basic and ongoing requirements for Approved Authorities to meet as a condition to receive funding. These requirements are:

- Being a body corporate (section 75 (2) of the Act)
- Not operating for-profit (section 75 (3) of the Act)
- Financial viability (section 75(4) of the Act)
- Fit and proper person (people, governance, and financial management) (section 75 (5) of the Act).
- Meeting ongoing policy requirements (section 77 of the Act).

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Section 28 of the Regulations sets out the main requirements for fit and proper person. This includes:

- the experience and expertise of the Cranbrook School, and key individuals at the school, in administering the school and providing school education (section 28(1)(a));
- the governance arrangements at the Cranbrook School, including arrangements for managing and supervising the provision of education at the school (section 28(1)(b)(i)); and
- whether the Cranbrook School, or a key individuals of the Cranbrook School, have engaged in a deliberate pattern of immoral or unethical behaviour (section 28(2)(e)).

Section 39A of the Regulations

Under section 39A of the Regulations, an approved authority must provide the Minister or an authorised person with any information or records requested by the Minister or an authorised person that relate to:

- a) the authority's compliance with the Act and the Regulations;
- b) the financial administration of the approved authority; and
- c) the financial administration of the school.

Based on current delegations from the Minister for Education under the Regulations, I am authorised to request information under section 39A of the Regulations.

Request for information

Given the matters raised in the media are of a serious nature and considering the significant amount of Commonwealth recurrent financial assistance provided to Cranbrook School, I would like to request a written response from Cranbrook School on these matters.

Matters in relation to the welfare of the School

In my letter dated 25 November 2022, I specifically requested an explanation from the Cranbrook School on *'How is the Approved Authority overseeing the welfare of the school as per its constitution, specifically in managing and supervising the provision of education at the school?'*

In the response from Cranbrook School dated 9 December 2022, it was noted *'This function is being performed by the current Council who continue to fulfil governance obligations. From 1 January 2023, this function will be performed by the new Council'*.

In light of the recent media articles and allegations, and the (previously stated) role of the Council in fulfilling its governance obligations, please respond to the questions below.

Policies and procedures in handling misconduct

1. What are Cranbrook School's policies and procedures in relation to handling of allegations of student, teacher, employee or other person misconduct? Please explain and provide relevant copies of documents.
2. Who is the complaint or allegation of misconduct reported to? Please explain and provide relevant copies of documents.

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3. How does the Cranbrook School investigate complaints or allegations of misconduct? What processes/criteria are used for such investigations? This is in relation to welfare matters, bullying, harassment, and other forms of behaviour considered not compliant with school values? Please explain and provide relevant copies of documents.
4. Are there internal formal investigations, and what is the decision-making process in assessing complaint or allegation of misconduct by a student, teacher, employee or other person? Please explain and provide relevant copies of documents.
5. What mechanisms are there in place for a student, teacher, employee or other person seeking feedback or a review of any internal formal investigations? Please explain and provide relevant copies of documents.

Implementation/review of policies and procedures in handling misconduct

6. Are welfare strategies, policies and procedures regularly reviewed to ensure their effectiveness? What internal mechanisms and implementation of policies and review are in place? Please explain and provide relevant copies of documents.
7. Are reviews of welfare strategies, policies and procedures conveyed to students, teachers, staff, and parents? Are these stakeholders able to provide feedback on the implementation of existing welfare strategies, policies and procedures? Please explain and provide relevant copies of documents.
8. How are complaints, welfare matters, bullying, harassment other forms of behaviour deemed not compliant with school values of students, teachers, staff and parents dealt with at Cranbrook School? Please explain and provide relevant copies of documents.
9. Are complaints, welfare matters, bullying, harassment, and other forms of behaviour deemed not compliant with school values of students, teachers, staff and parents formally recorded at Cranbrook School? If so, how are these recorded and processed?

Systemic issues in handling misconduct

In reviewing the fit and proper requirements under the Regulations, my assessment is also focused on any systemic non-compliance in relation to fit and proper person requirements under the Regulations. That is, I require the Cranbrook School to demonstrate that it is a fit and proper person under the Regulations.

Over the past 7 years:

10. How many allegations have been raised regarding bullying, harassment, and sexual abuse involving students, teachers, other employees and persons?
11. How many of these were formally investigated by the Cranbrook School? How many were referred to external parties, for example the police or other enforcement or regulatory body?
12. Please describe the nature of these allegations and investigations.
 - a. Based on these internal or external investigations, did the outcome result in any disciplinary action, legal undertakings, financial disbursements, student being expelled, or employment being ceased for a teacher/other employee?

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13. Did the Council of the Cranbrook School oversee any of the investigations? Were reports provided to the Council on bullying, harassment, and sexual abuse matters? What decisions, if any, were made by the Council in relation to these matters during meetings of the Council. Please provide copies of relevant board minutes since 2017.

Please note the above reference to documentation over 7 years refers to section 37 of the Regulations that requires approved authorities to keep records for 7 years. If you hold information relevant to this compliance review that is more than 7 years, and specifically to my concern around any systemic issues in handling misconduct at Cranbrook School, then provision of such information is appreciated.

Involvement of the AISNSW

The reporting in the media notes that the Association of the Independent Schools of NSW (AISNSW) was engaged in 2015 by the Cranbrook School to conduct an investigation into three “potentially reportable conduct allegations” made against one of its staff members.

14. What process and decision-making were undertaken by Cranbrook School to engage the services of the AISNSW to investigate the claims of unethical conduct by a serving teacher at Cranbrook School?
15. How was information obtained by the AISNSW for the investigation?
16. Please provide the department with a copy of the report and the findings of the AISNSW investigation. Please redact and de-identify any personal information.
17. Is AISNSW undertaking any current investigations for the Cranbrook School?

Reported independent external review

Reports in the media also suggest that Cranbrook School is undertaking an independent and external review into handling of serious child safety allegations.

18. Who has Cranbrook School engaged to undertake the review?
19. What are the Terms of Reference? Please provide a copy.
20. What are the timelines for the finalisation of this review?
21. Once the review is finalised and considered by the Council, please provide the department a copy of the review.

Please respond in writing by email to schoolsassurancescases@education.gov.au by **COB 10 April 2024**.

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Please do not hesitate to contact me on [REDACTED] on any issues in relation to this compliance review.

Yours sincerely

[REDACTED]

[REDACTED]

12 March 2024

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Australian Government
Department of Education

Our Ref AGEID 22073

Director, Compliance and Reviews

Dr Margery Evans
Chief Executive
The Association of Independent Schools of NSW
Level 12, 99 York Street
SYDNEY NSW 2000

By email to: mevans@aisnsw.edu.au

Matters in relation to Cranbrook School

Dear Dr Evans,

I am writing to you as the Chief Executive of the Association of Independent Schools of NSW (AISNSW), an approved Non-Government Representative Body (NGRB) under Part 6, Division 4 of the *Australian Education Act 2013* (the Act).

I have written to Cranbrook School regarding last week's ABC TV Four Corners episode into allegations of toxic culture and bullying. My enquiries to Cranbrook School have focused on fit and proper person requirements (section 75(5) of the Act and section 28 of the *Australian Education Regulations 2023*).

The media reporting last week on Cranbrook School noted that the AISNSW was engaged in 2015 by Cranbrook School to conduct an investigation into three "potentially reportable conduct allegations" made against one of its staff members. You were also quoted that AISNSW has a team of qualified and experienced child protection investigators, including ex-police detectives, and works closely with the Office of the Children's Guardian and police when conducting investigations on behalf of schools.

While I am aware of the broad guidance, professional development, advocacy and representation provided by AISNSW to its member schools, I would like to seek your response on other services provides by AISNSW, as per the Cranbrook School matter. Specifically:

- What was the nature of the 2015 engagement in relation to Cranbrook School? How did it come about? Did Cranbrook School approach the AISNSW for the engagement? Please provide details. What was the terms of reference or the statement of requirements for the investigation undertaken? How were any conflicts of interest managed?
- What role or service does AISNSW provide to its member schools in relation to investigations such as reportable conduct allegations? How is procurement for such services undertaken?

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- Does AISNSW provide other investigative services to its members, such as 'audit' type services or financial viability assessments? If so, how is procurement for such services undertaken?
- What investigative expertise and qualifications do employees of AISNSW have in undertaking and/or managing such roles?
- Are there any legal or moral obligations on AISNSW to report its findings of investigations, as engaged by member schools, to third parties including enforcement and regulatory agencies at the state and Commonwealth level?
- What due diligence or conflict of interest processes are in place when AISNSW is engaged by member schools to undertake independent assessments or reviews? Does AISNSW have a conflict of interest register in relation to these? Please provide a copy of such register since 2015.

Please respond in writing by email to schoolsassurancescases@education.gov.au by **COB 10 April 2024**.

Please do not hesitate to contact me on [REDACTED] on any issues in relation to this matter.

Yours sincerely

[REDACTED]

[REDACTED]

13 March 2024

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Australian Government
Department of Education

Our Ref AGEID 22073

Director, Compliance and Reviews
[REDACTED]

Michele Marquet
Acting Head of School
Cranbrook School
BELLEVUE HILL
NSW 2023

By email: mmarquet@cranbrook.nsw.edu.au
Copy to: jchapman@cranbrook.nsw.edu.au

Request for further extension of time

Dear Ms Marquet,

Thank you for your letter dated 16 May 2024 seeking an extension until 3 June 2024 to respond to the Department of Education's letter dated 12 March 2024.

I acknowledge the request and advise that the extended deadline previously provided to Cranbrook School of 13 May 2024 was final, and that the department is unable to grant any further extensions.

I note that clarification was sought by Cranbrook School in relation to information requested by the department after the extended deadline had passed, and that these clarification questions could have been raised by Cranbrook School with the department at an earlier time.

The responses to questions 6-13 are now outstanding and will need to be provided to the department as a matter of priority.

Yours sincerely

[REDACTED]

[REDACTED]

16 May 2024

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Australian Government
Department of Education

Our Ref: AGEID 22073

Director, Compliance and Reviews
[REDACTED]

Ms Michele Marquet
Approved Authority Representative
Cranbrook School
BELLEVUE HILL
NSW 2023

By email: mmarquet@cranbrook.nsw.edu.au
Copy to: sdeveson@cranbrook.nsw.edu.au; amoores@cranbrook.nsw.edu.au;
gbrennan@cranbrook.nsw.edu.au;

Request for information under section 39A of the *Australian Education Regulations 2023* (the Regulations)

Dear Ms Marquet

I am writing to you in your capacity as the Contact Officer and the Approved Authority Representative for Cranbrook School.

Thank you for the information you provided on 10 April 2024 in response to my letter of 12 March 2024.

The purpose of this letter is to seek further information from Cranbrook School. This request only refers to information the department received on 10 April 2024 in relation to responses to questions 14 to 21.

My questions in this letter seek further information from Cranbrook School under section 39A of the *Australian Education Regulations 2023* (the Regulations) in relation to the:

- Involvement of the Association of the Independent Schools of NSW (AISNSW)
- The independent external reviews.

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Section 39A of the Regulations

Under section 39A of the Regulations, an approved authority must provide the Minister or an authorised person with any information or records requested by the Minister or an authorised person that relate to:

- a) The authority's compliance with the Act and the Regulations;
- b) The financial administration of the approved authority; and
- c) The financial administration of the school.

Based on current delegations from the Minister for Education under the Regulations, I am authorised to request information under section 39A of the Regulations.

Involvement of the AISNSW

I would like to better understand the decision-making process undertaken by Cranbrook School in relation to engaging the services of AISNSW.

1. In relation to your response to question 14 of my letter of 12 March 2024:
 - a. How did Cranbrook School decide to engage the services of AISNSW to investigate the claims of unethical conduct by a serving teacher at Cranbrook School in 2015? How was this decision made by the headmaster of Cranbrook School as indicated in your response. What procedures were followed?
 - b. Please provide copies of any emails/letters or other correspondence between AISNSW and Cranbrook School in the context of engaging AISNSW as the external investigator for the 2015 investigation.
 - c. Were there any other organisations that were considered by Cranbrook School prior to engaging AISNSW for this 2015 investigation?
2. In relation to your response to question 15 of my letter of 12 March 2024:
 - a. Did AISNSW provide an investigation plan or draft report for its 2015 investigation?
 - b. Was there a terms of reference for the investigation?
 - c. What was the contract value of the investigation? Please provide a copy of the contract/engagement agreement.
3. In relation to your response to question 16 of my letter of 12 March 2024:
 - a. In light of the investigation undertaken by AISNSW and the final investigation report provided to Cranbrook School:
 - i. How did the decision maker (the Headmaster) consider the report and findings of AISNSW? Was there any consultation or discussion on the AISNSW investigation within Cranbrook School. Provide details, including any formal minutes.
 - ii. How did Cranbrook School ensure the relevant legislative obligations and reporting requirements relating to the matter were met in relation to the NSW Reportable Conduct Scheme?

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- b. What action, if any, was taken in regard to the staff member? Please provide copies of relevant documents.
 - c. Was there any correspondence between Cranbrook School (current employer) and Mount St Benedict (former employer) in relation to the staff member? Please provide copies of any correspondence.
 - d. Were any specific strategies or policies implemented or reviewed by Cranbrook School during and after the investigation?
 - e. Was any guidance or advice provided by the relevant NSW authorities in relation to the NSW Reportable Conduct Scheme or other requirements, including any advice regarding managing risk. Please provide copies of relevant documents.
4. In relation to your response to question 17 of my letter of 12 March 2024:
 - a. Has AISNSW undertaken any investigations for Cranbrook School since 2015? If so, please provide details and context of the investigations and outcomes.
 5. In relation to your response to question 19 of my letter of 12 March 2024, you noted that “There are no written terms of reference for MinterEllison's engagement.”
 - a. Please provide a copy of the contract between Cranbrook School and MinterEllison that details the work requirements and milestones to be delivered by MinterEllison.
 6. In relation to questions 20 and 21 of my letter of 12 March 2024, you noted that “MinterEllison’s review is expected to be finalised end of April 2024” and that you “anticipate that Thomson Geer's Concerns Review and the Policy Review will take between three and four months from the start of April 2024”.
 - a. Please provide a status update on these reviews and the current timelines.

Please note that I will write to you separately regarding other responses received from Cranbrook School by the department.

I note that complete responses to questions 8 to 13 are outstanding, and are required to be provided to the department.

Please respond in writing by email to schoolsassurancases@education.gov.au in relation to questions 1 to 6 above by **COB 21 June 2024**. Note no extensions will be provided by the department.

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If you have any questions regarding this letter, please contact me on [REDACTED].

Yours sincerely

[REDACTED]

[REDACTED]

31 May 2024

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