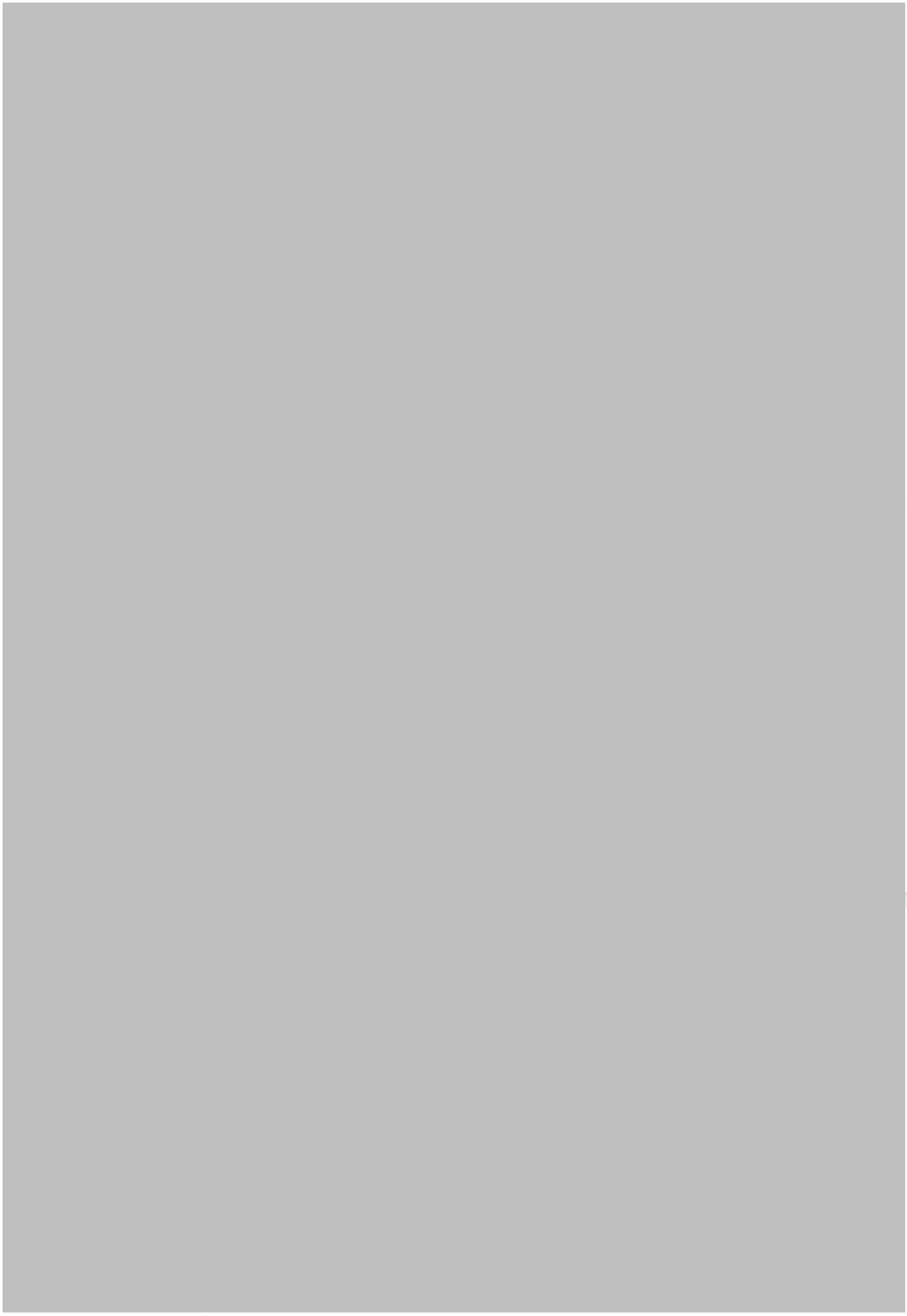
BRINDABELLA
CHRISTIAN COLLEGE
CANBERRA

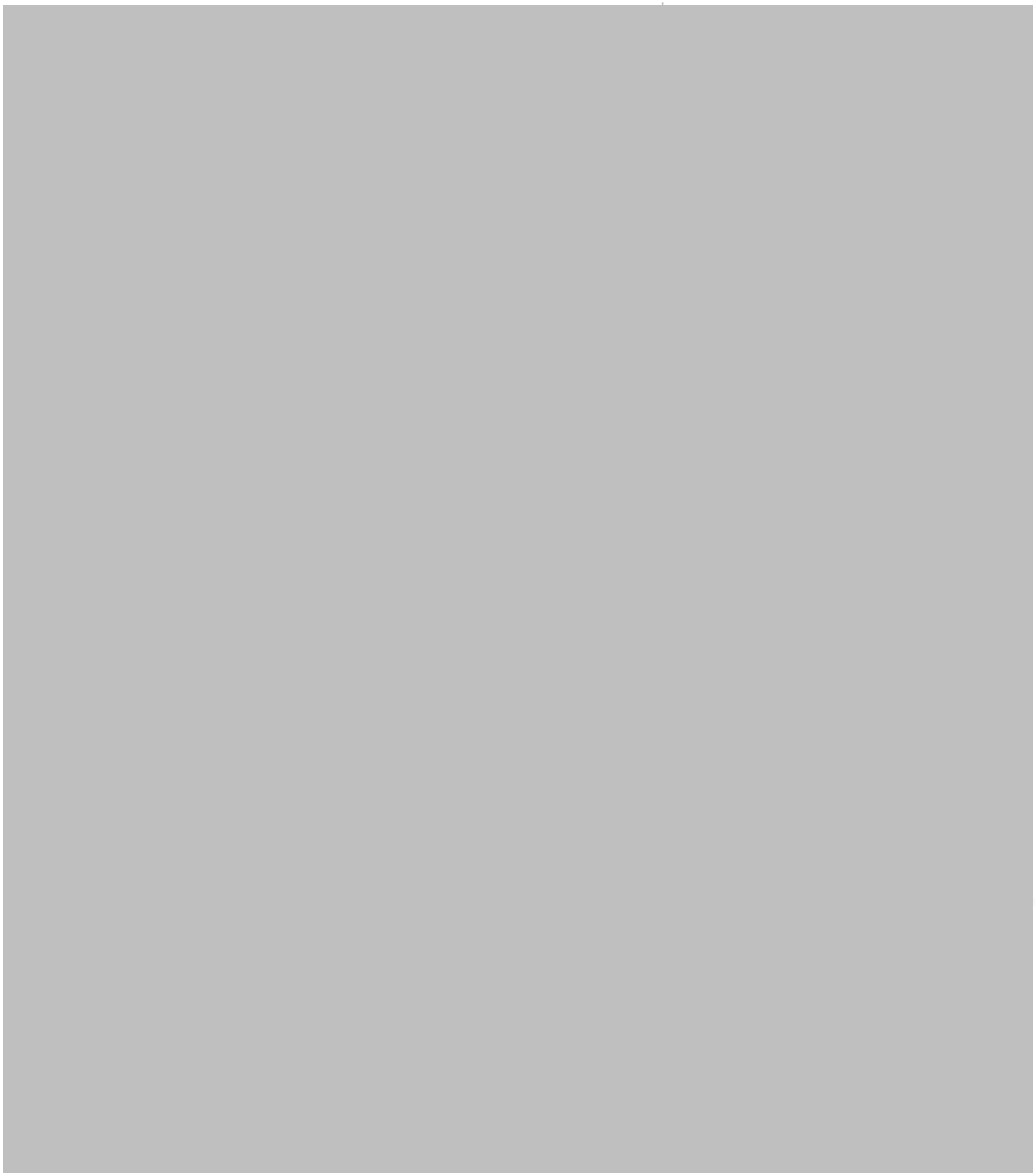
BRINDABELLA CHRISTIAN COLLEGE

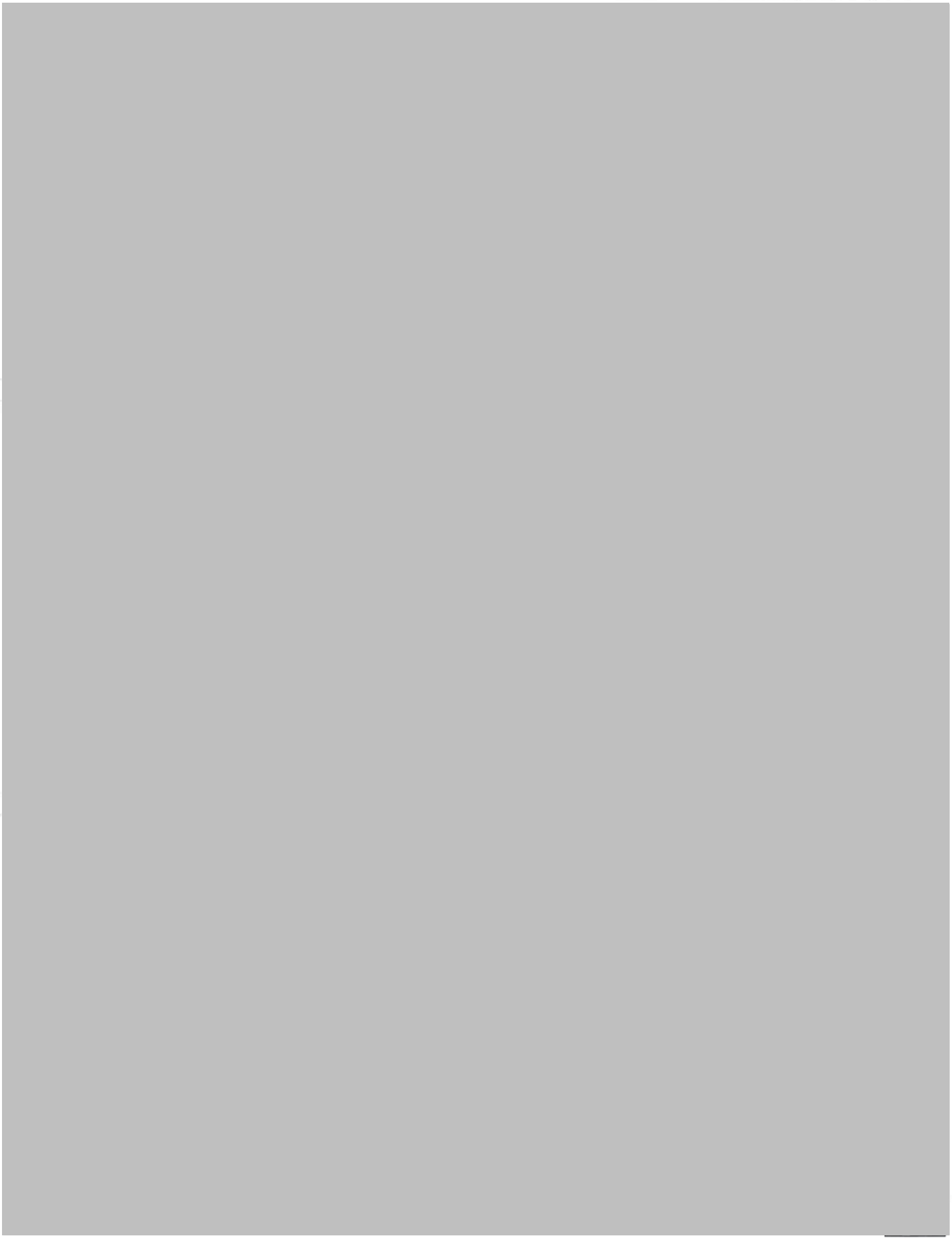
GOVERNANCE HANDBOOK

WISDOM INTEGRITY SERVICE EXCELLENCE

UPDATED JUNE 2018







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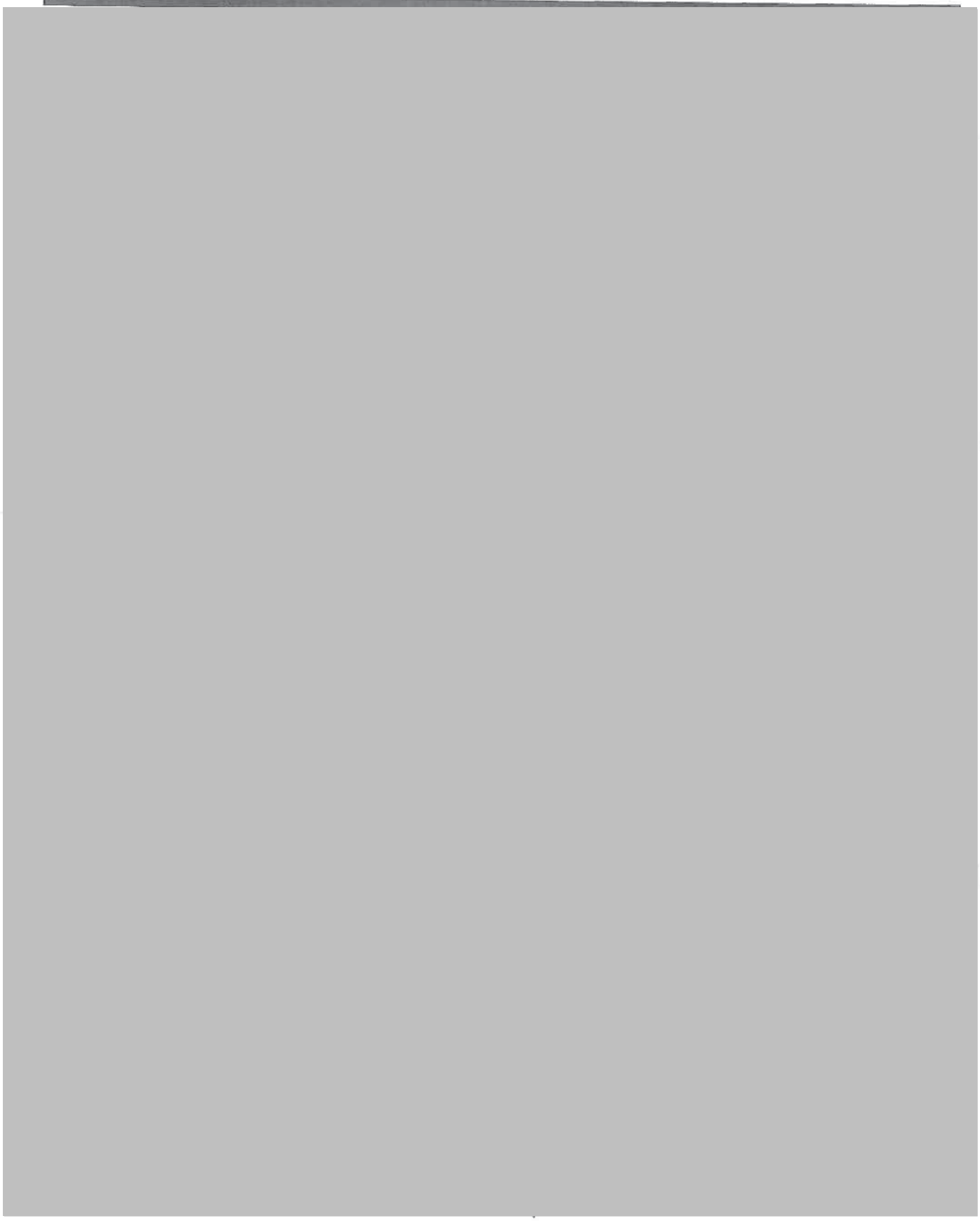

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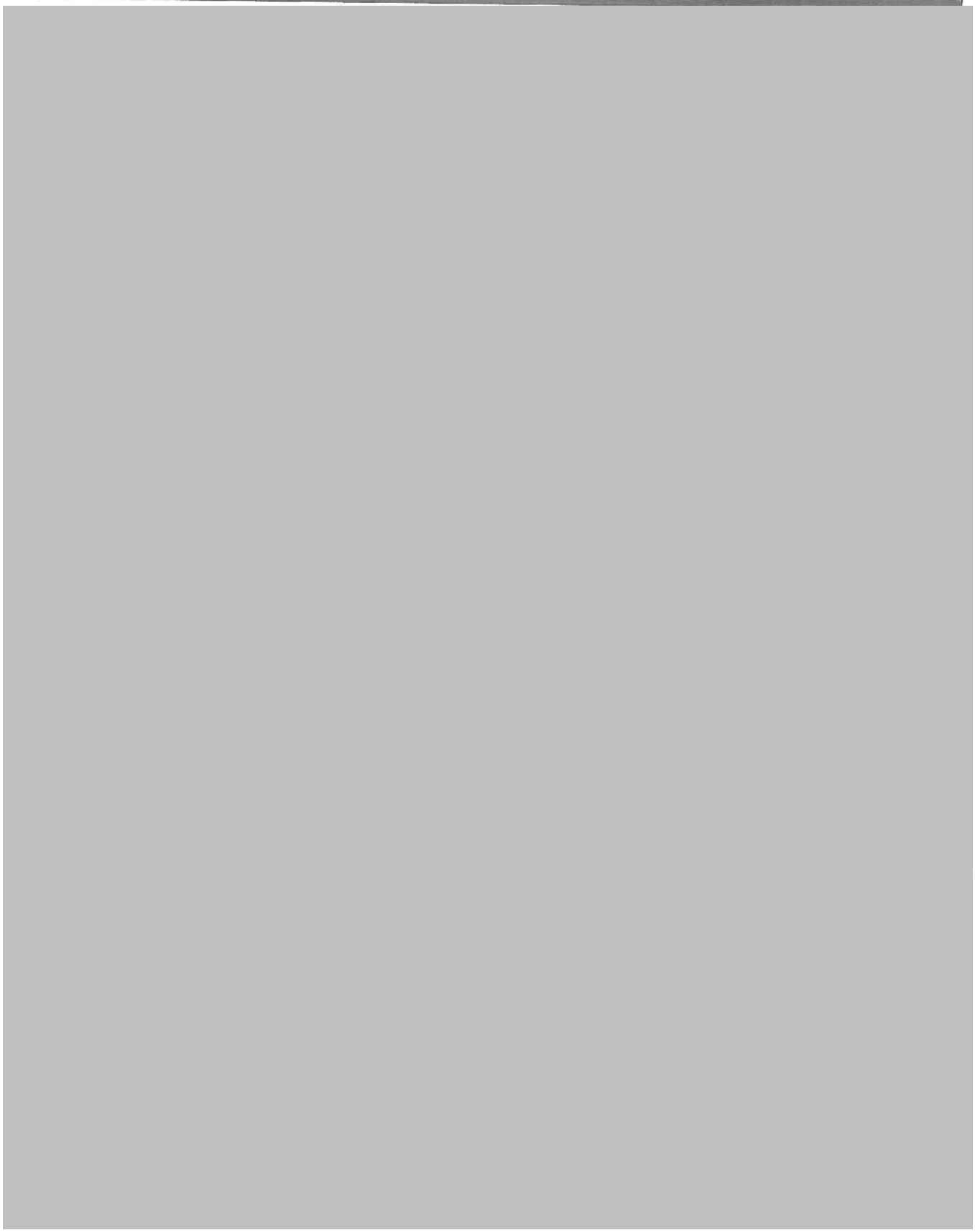
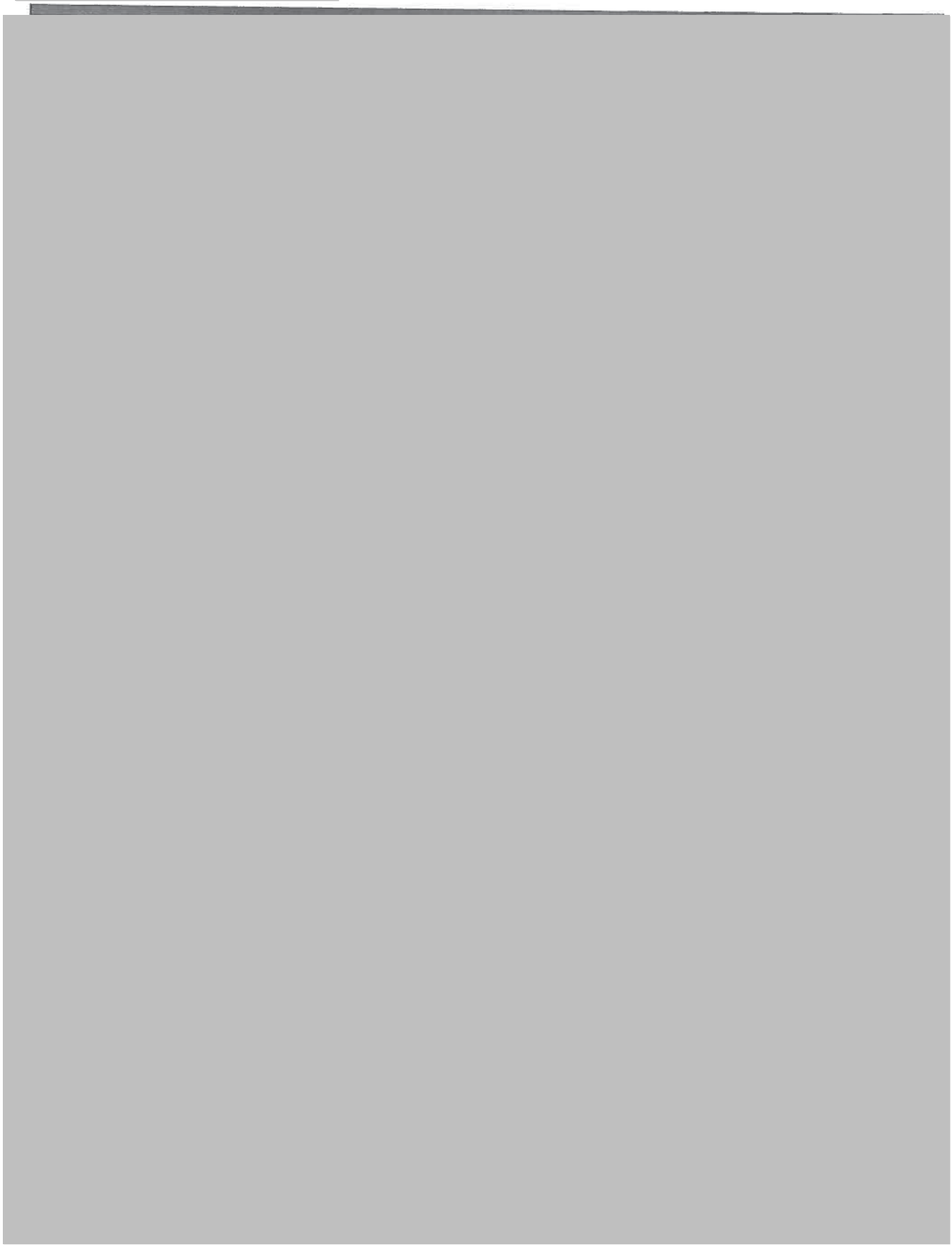
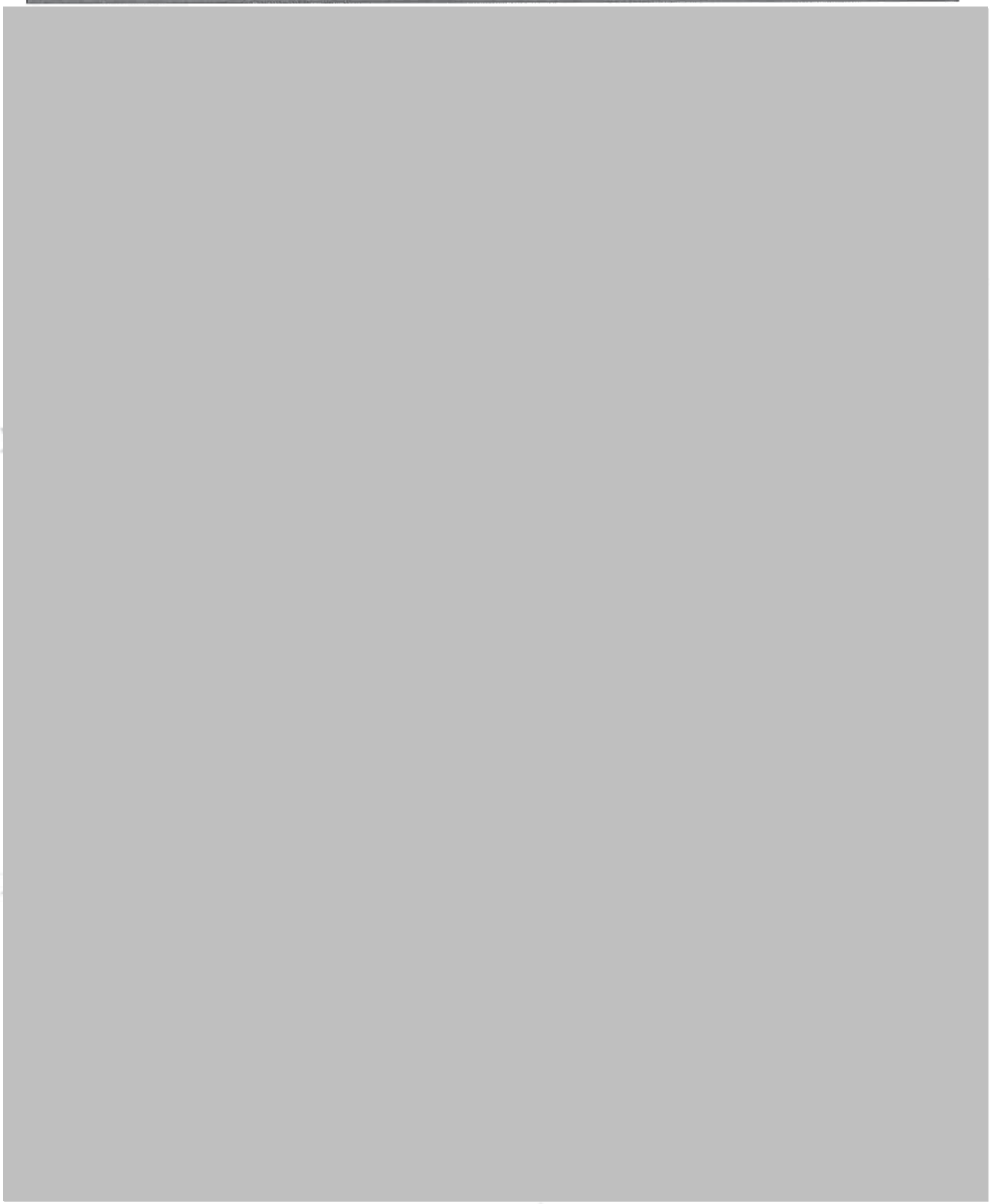
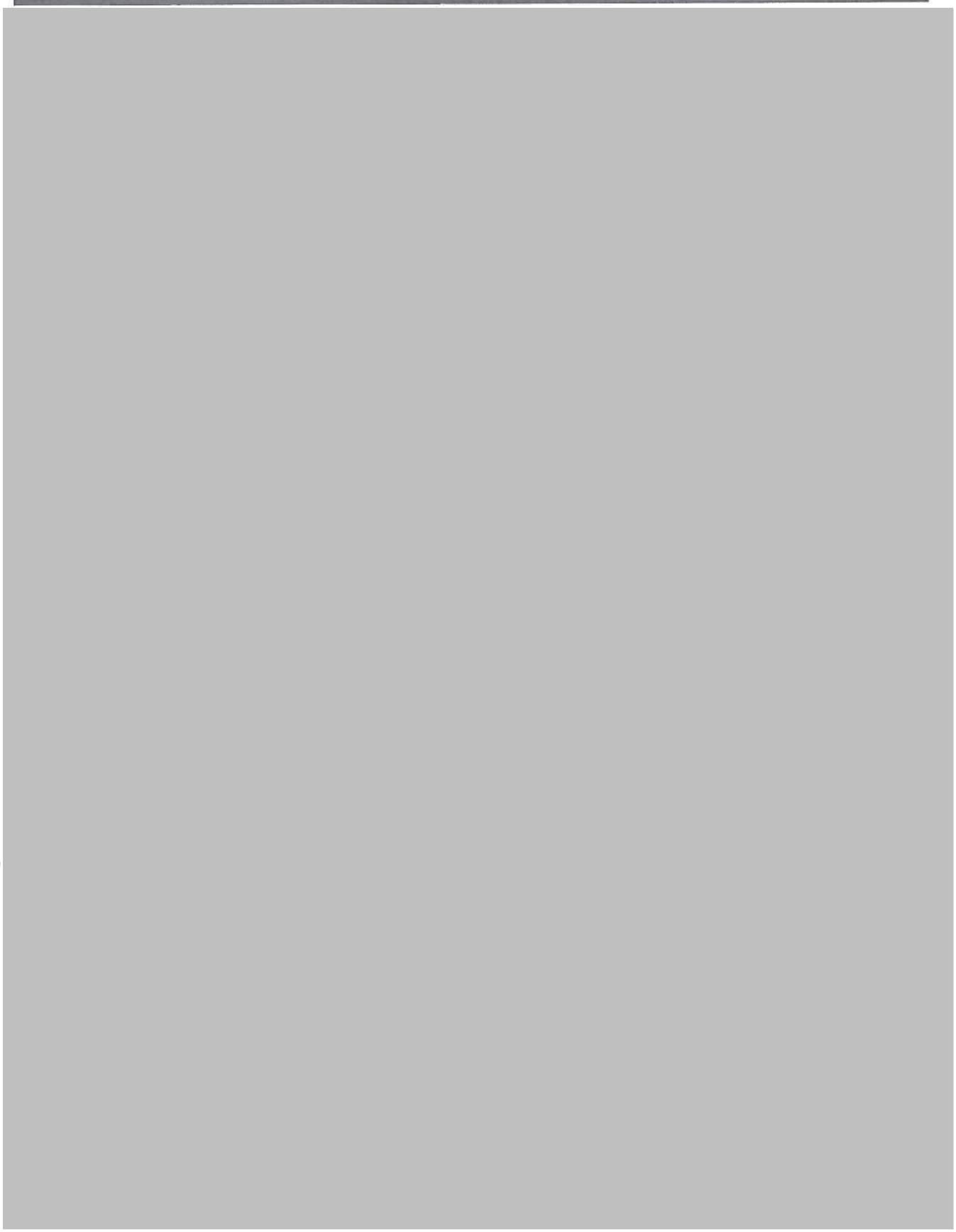
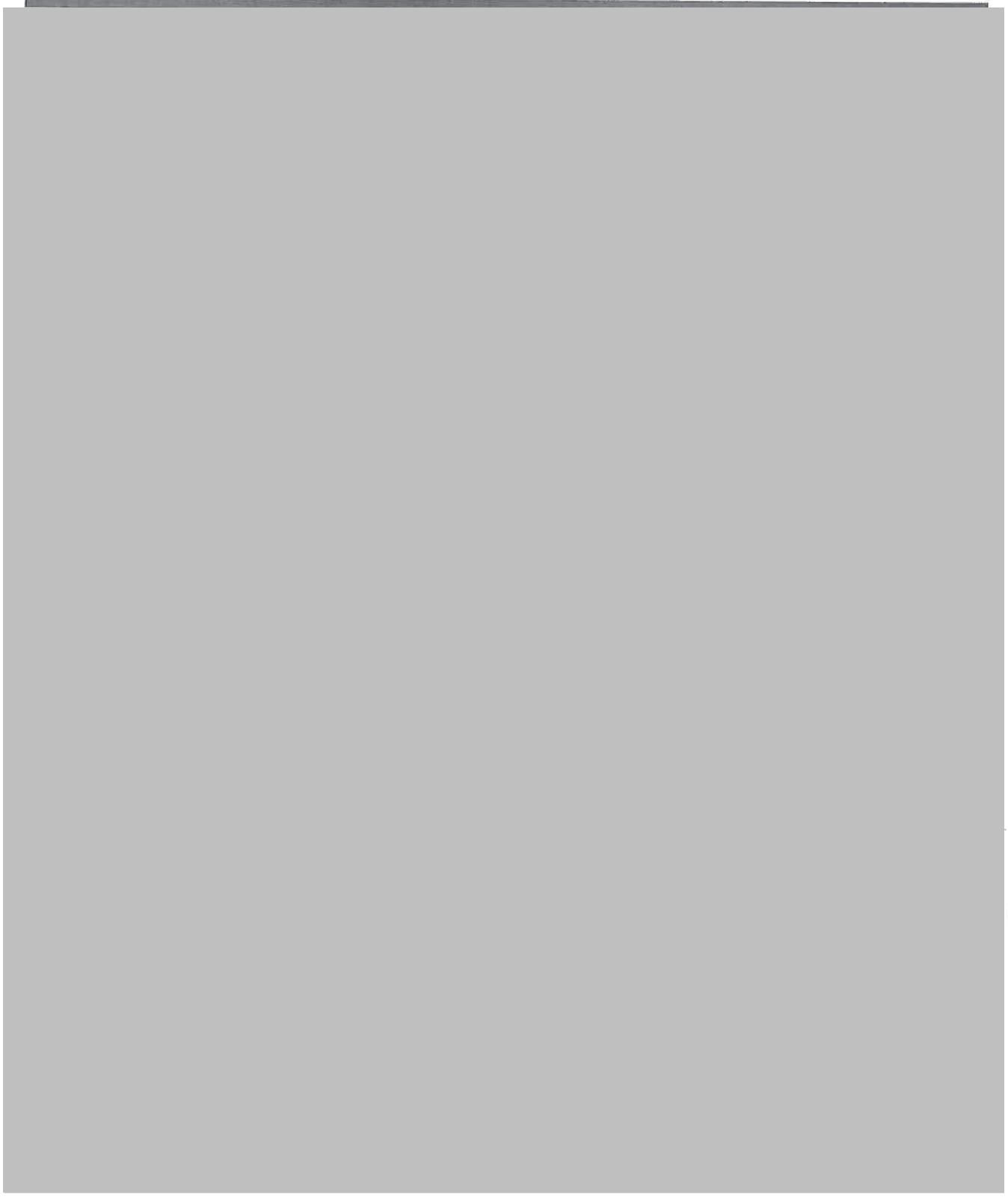
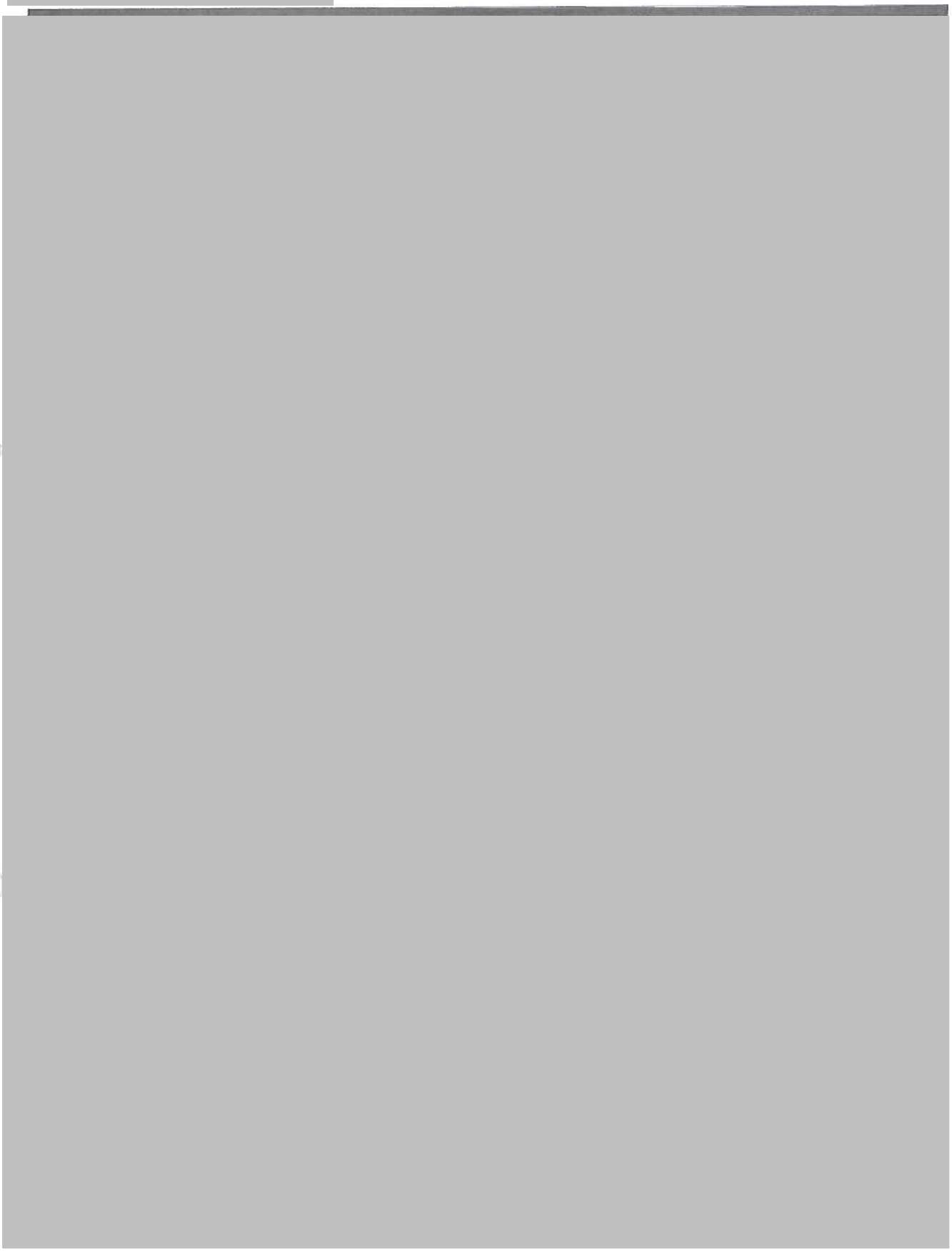


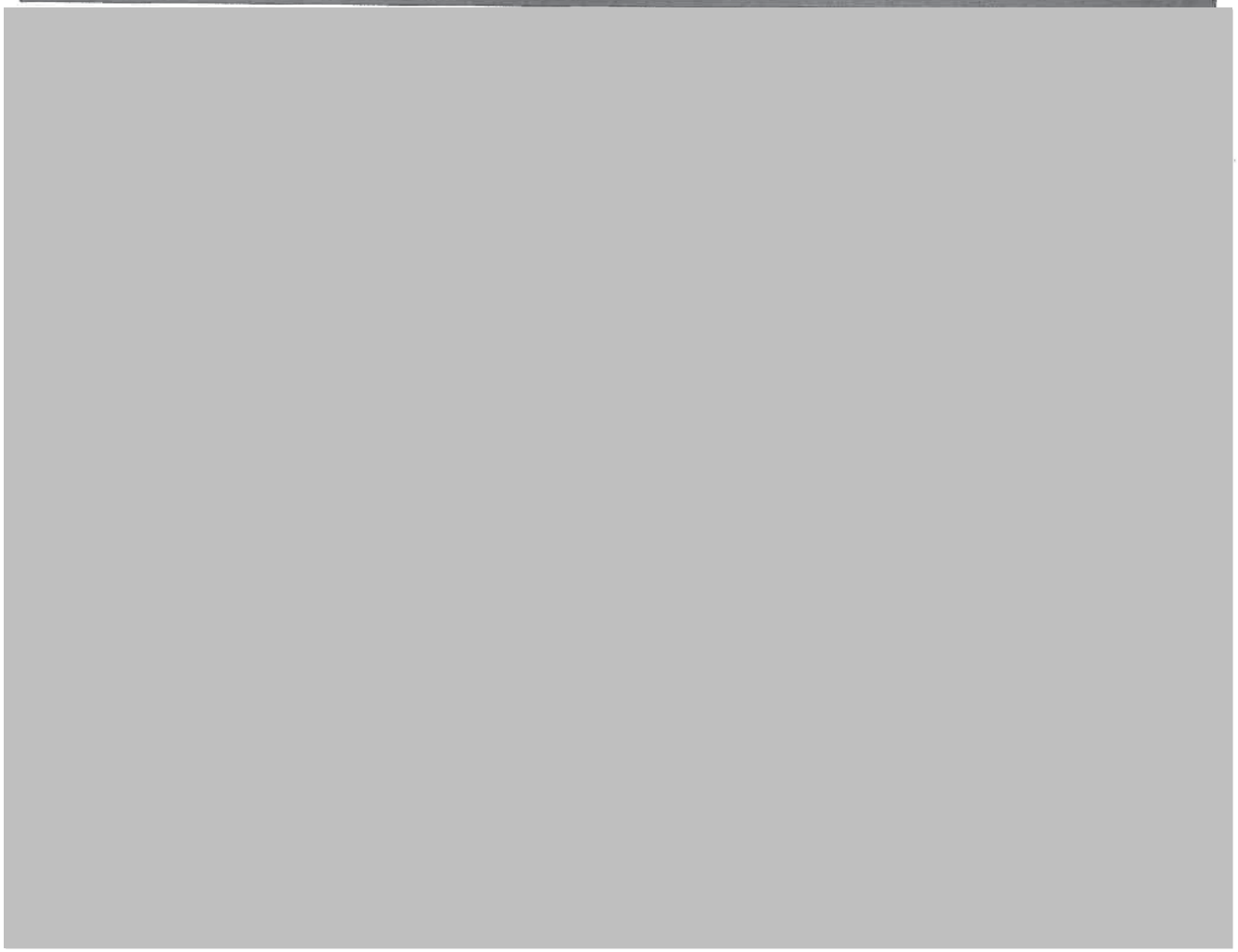


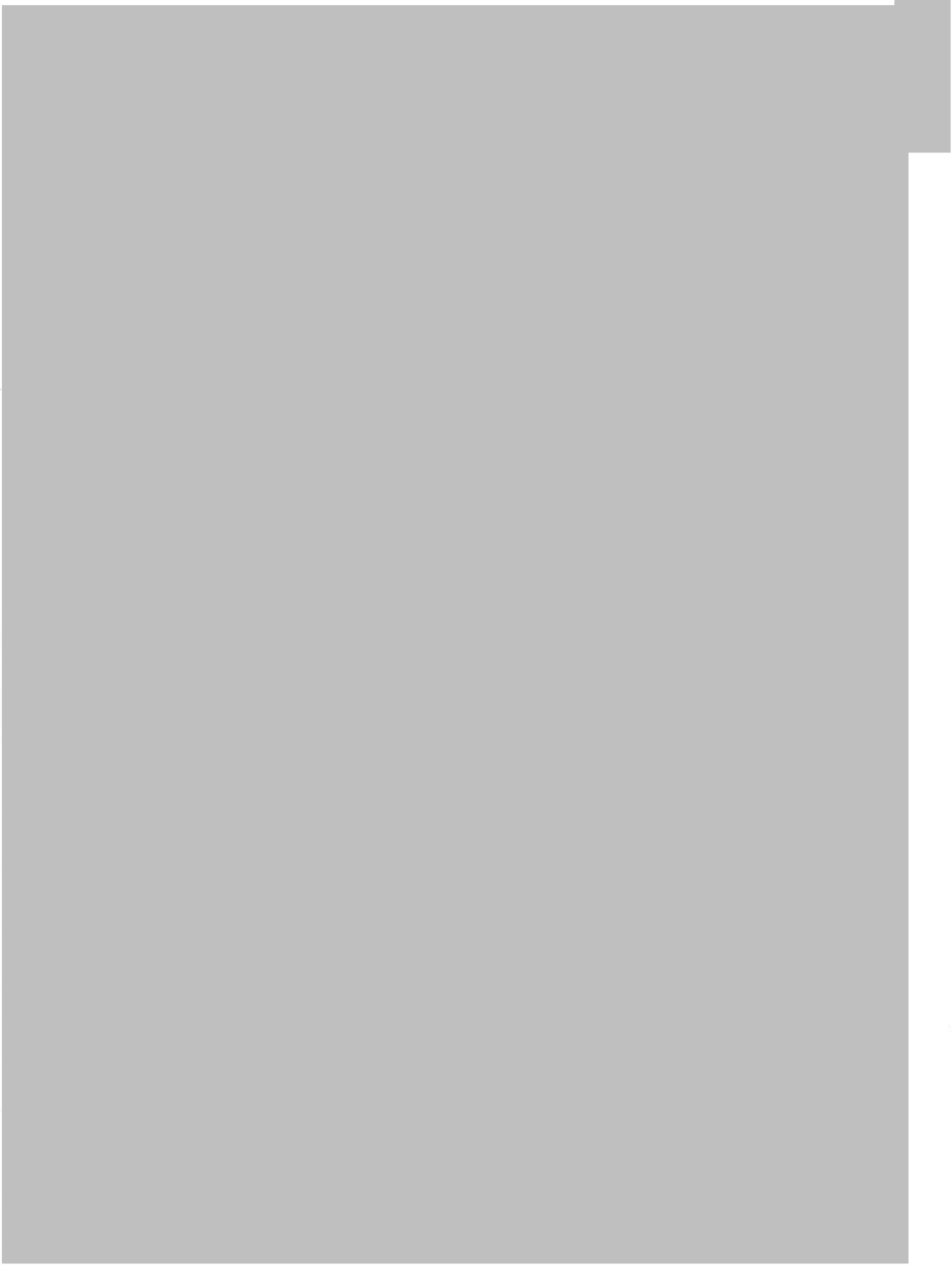


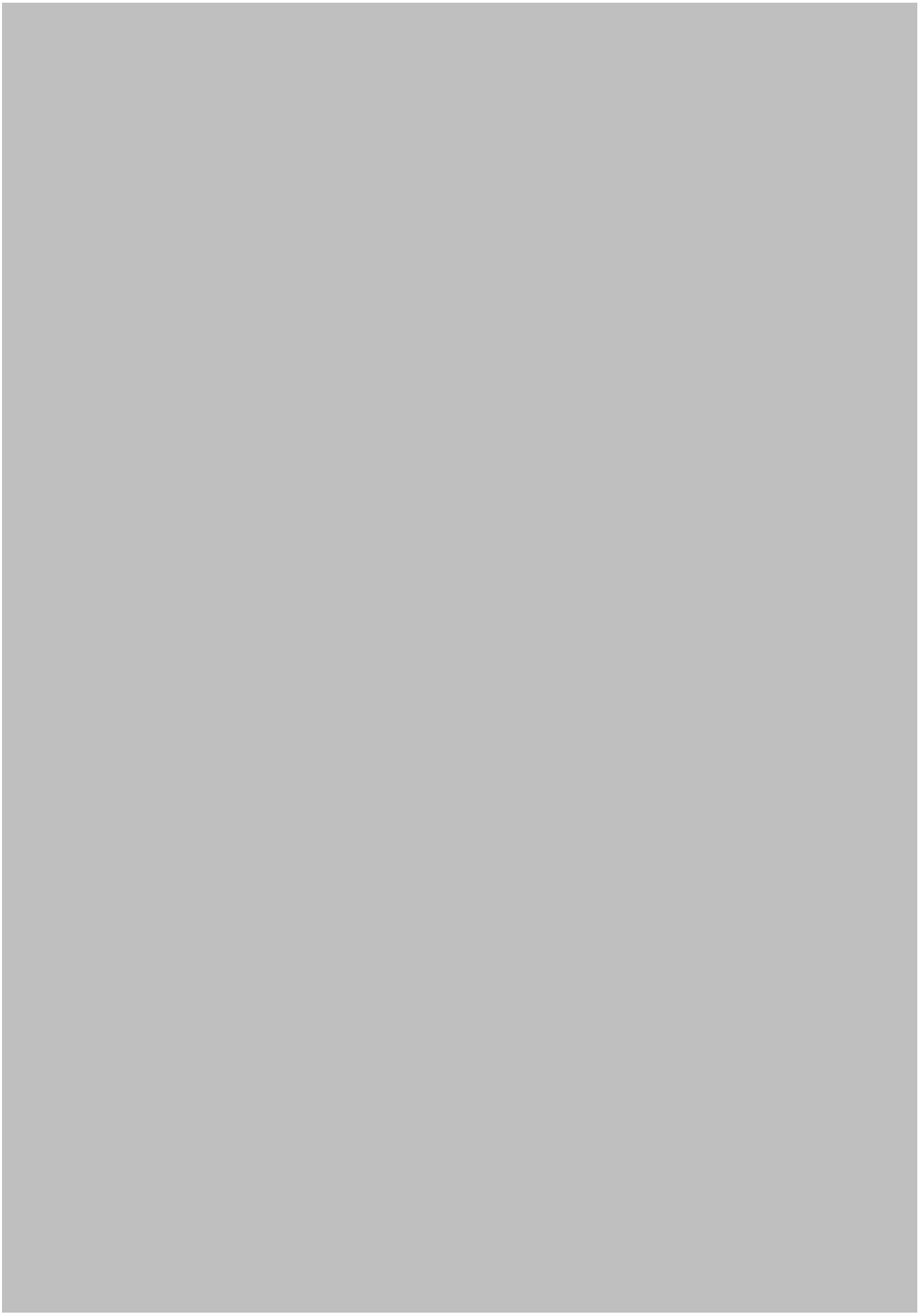


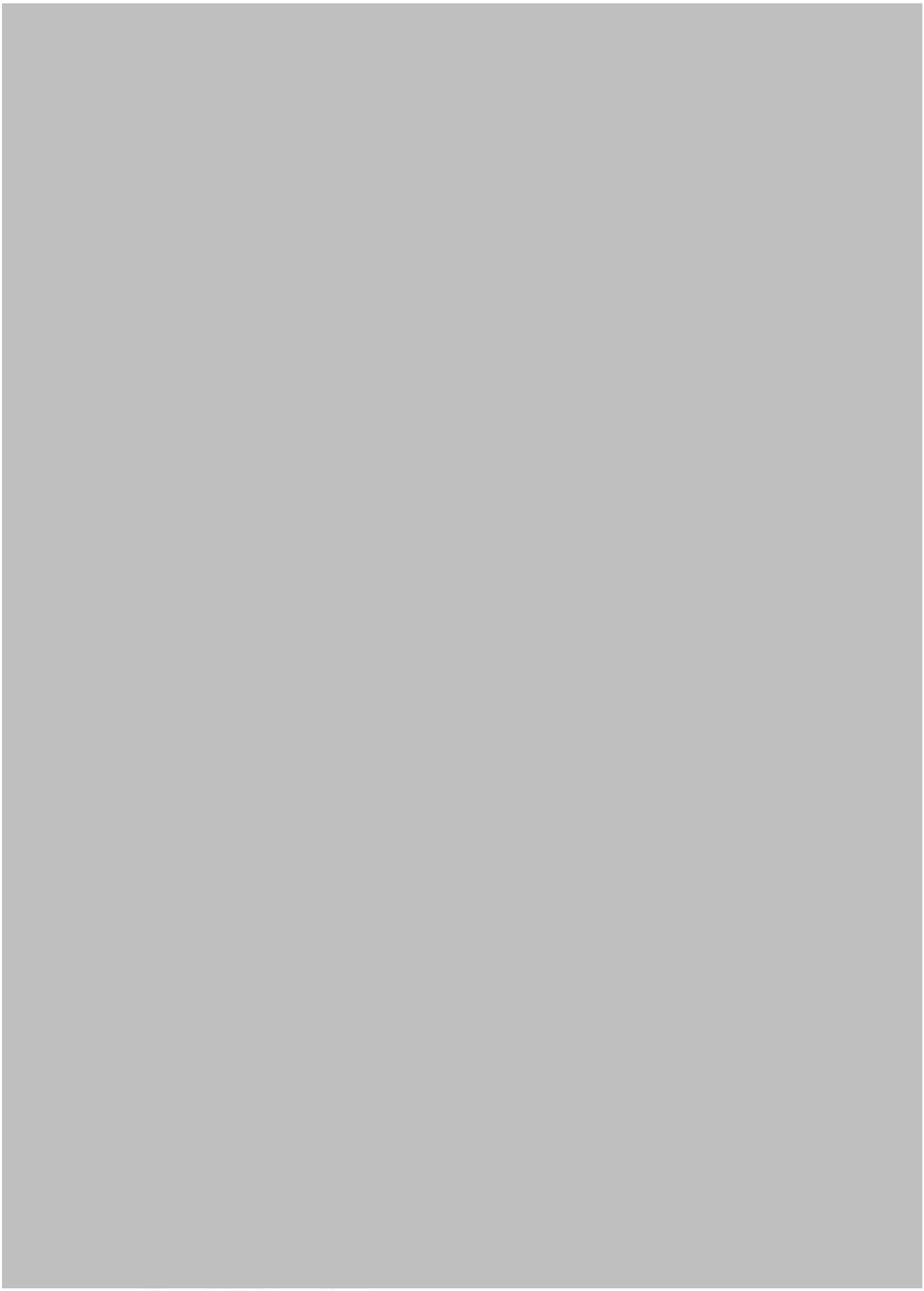


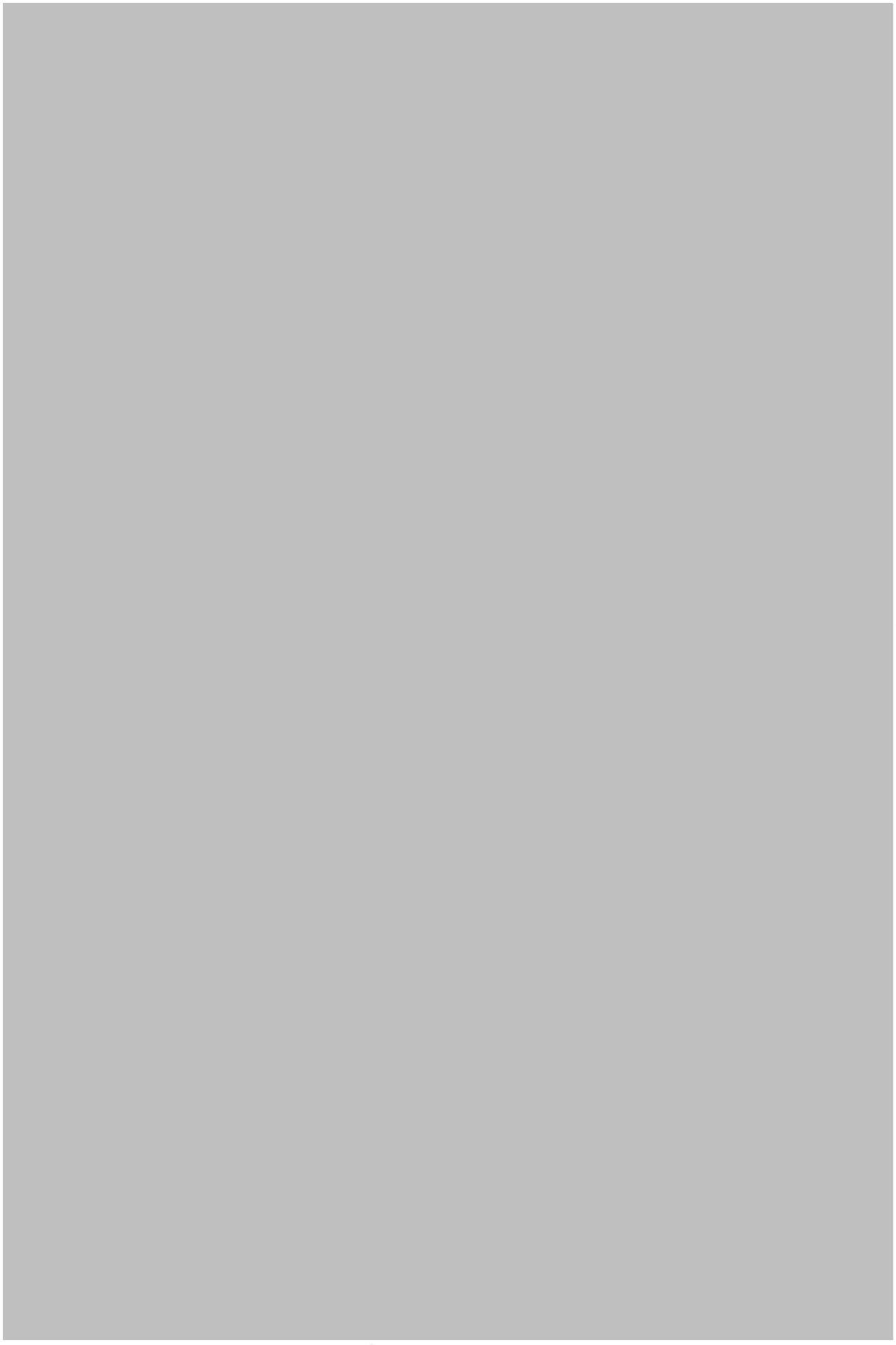


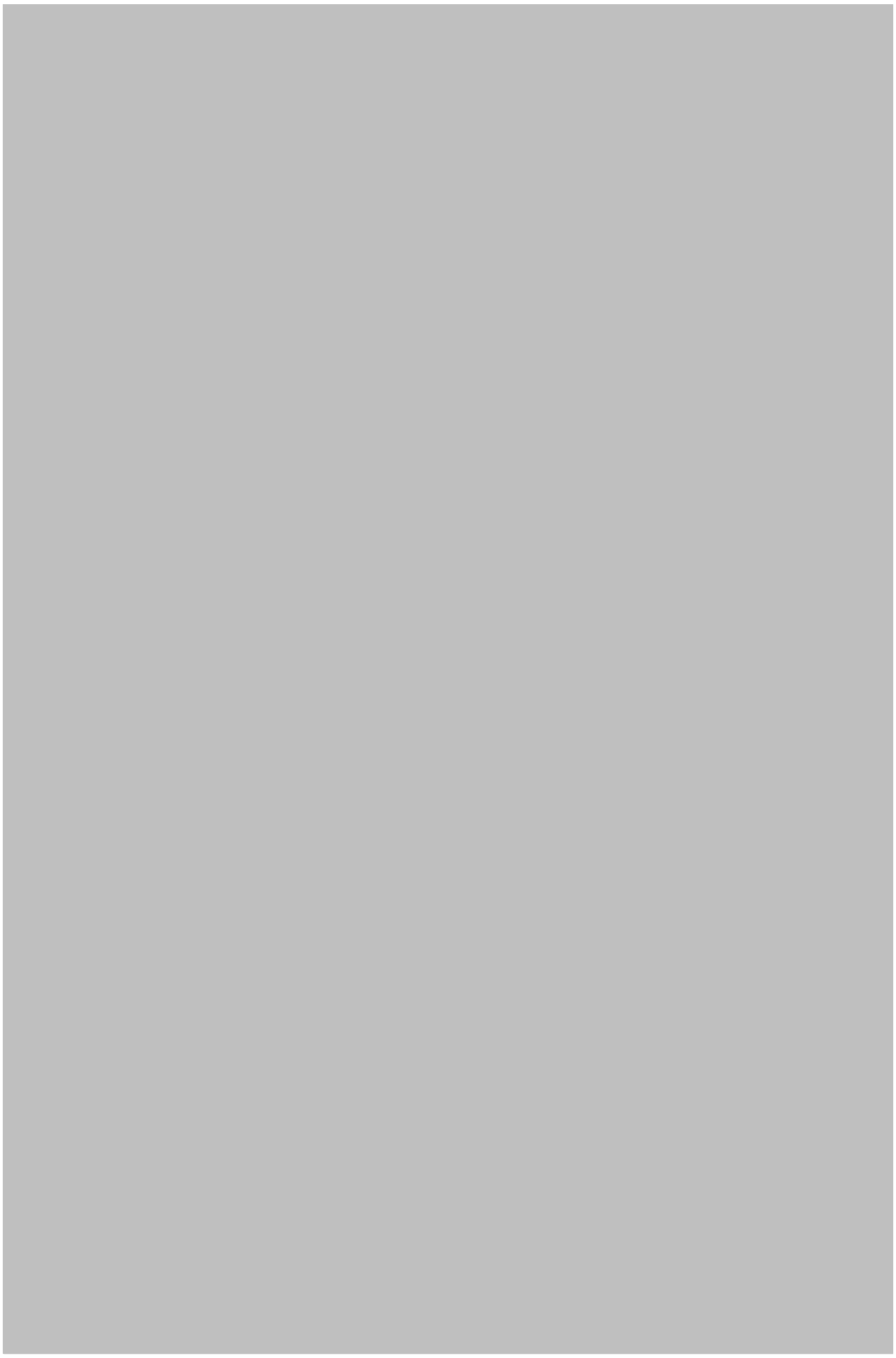


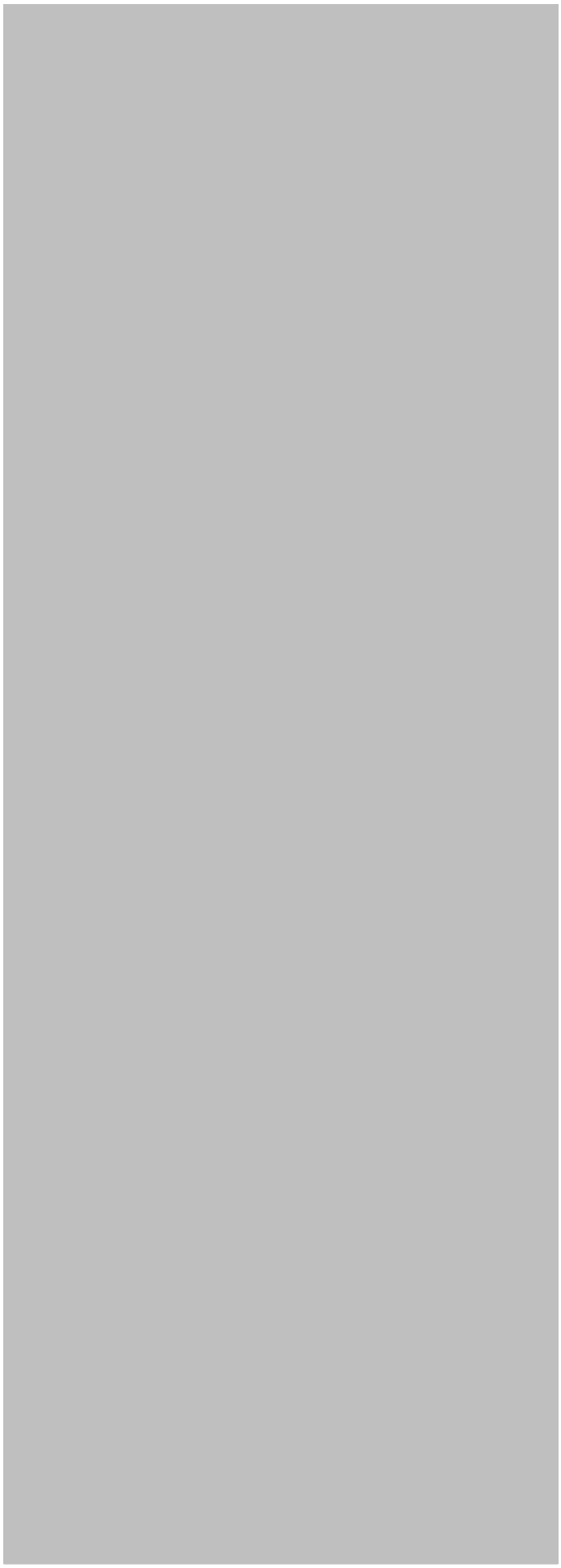


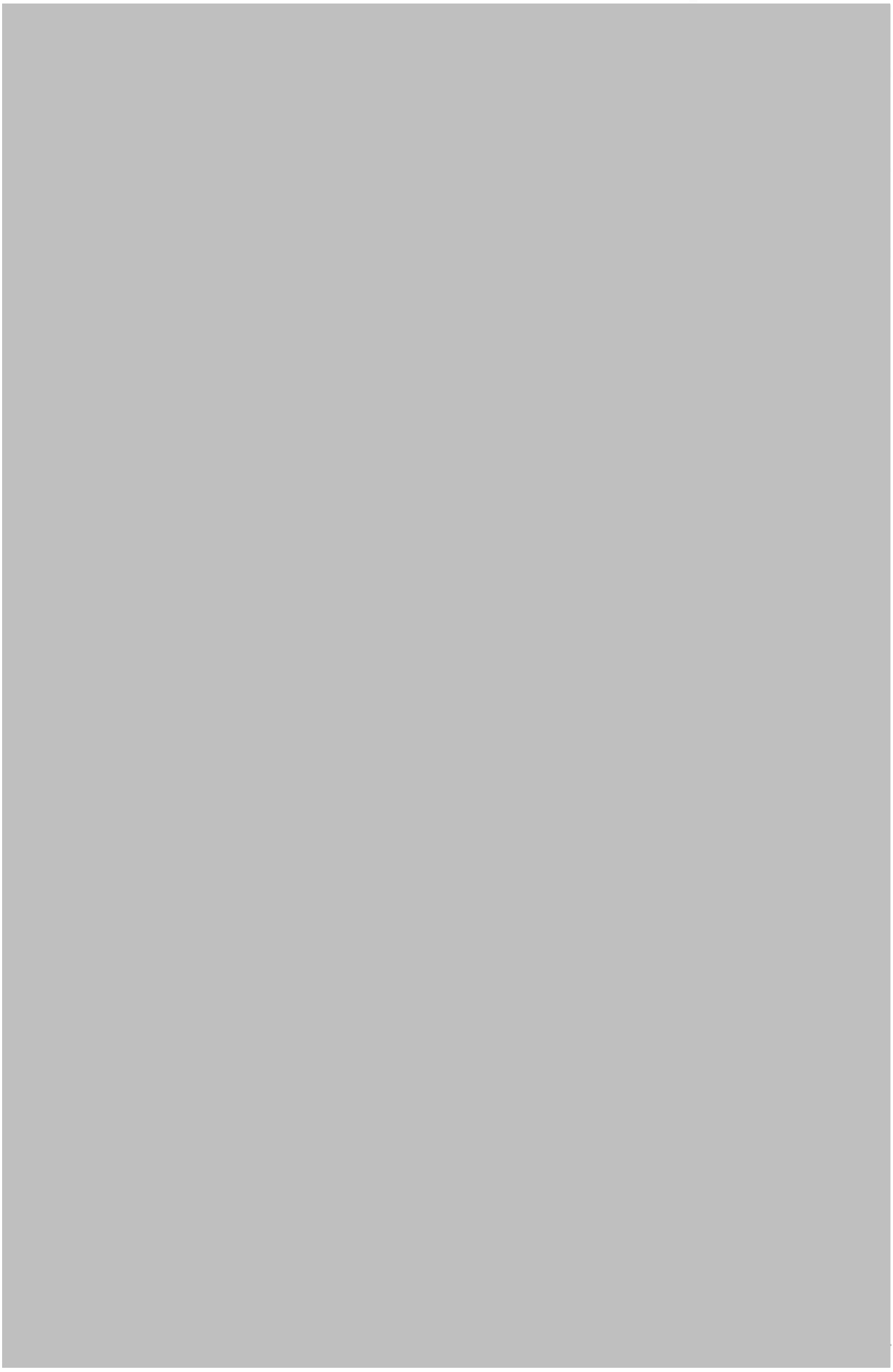


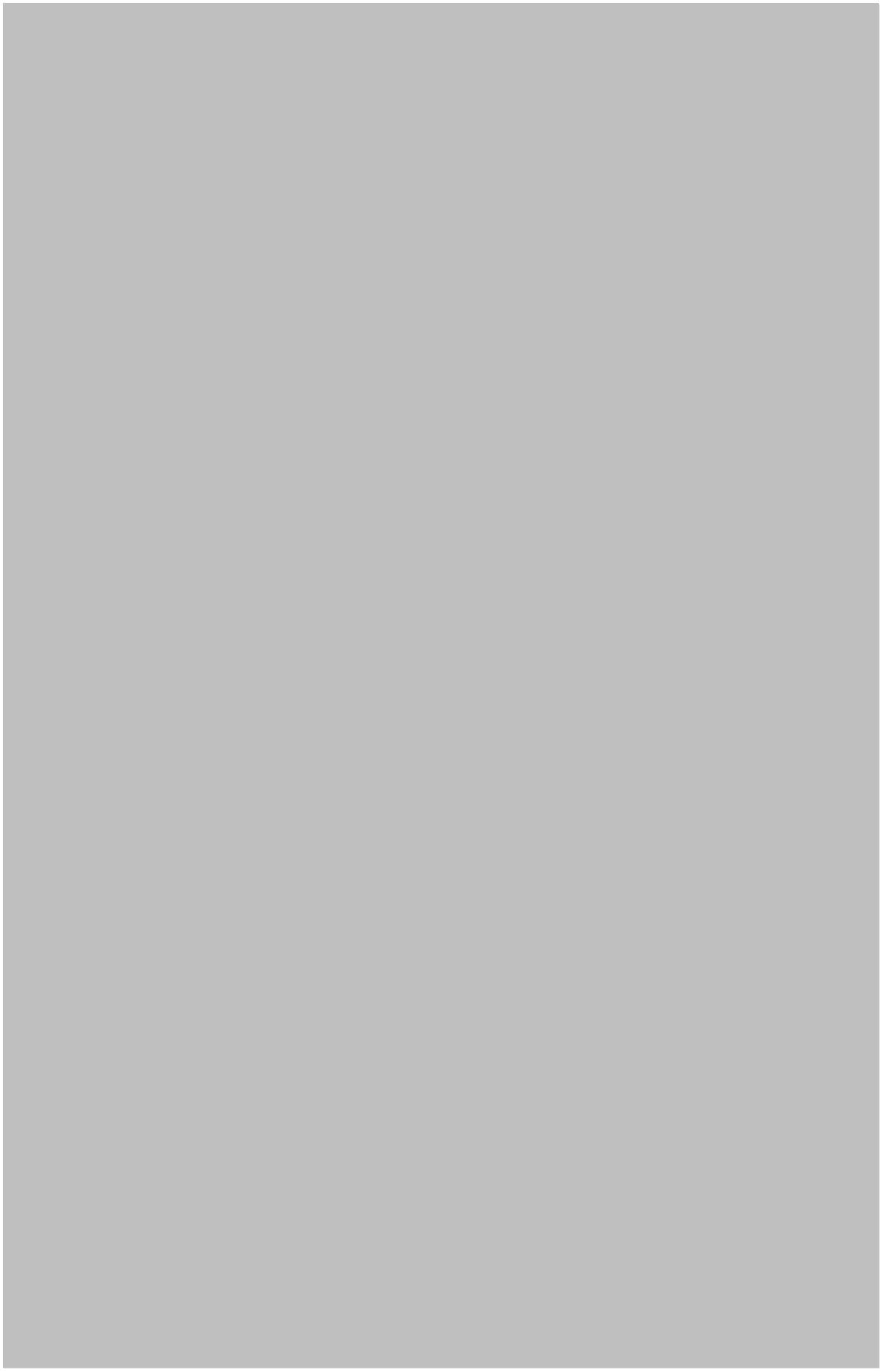


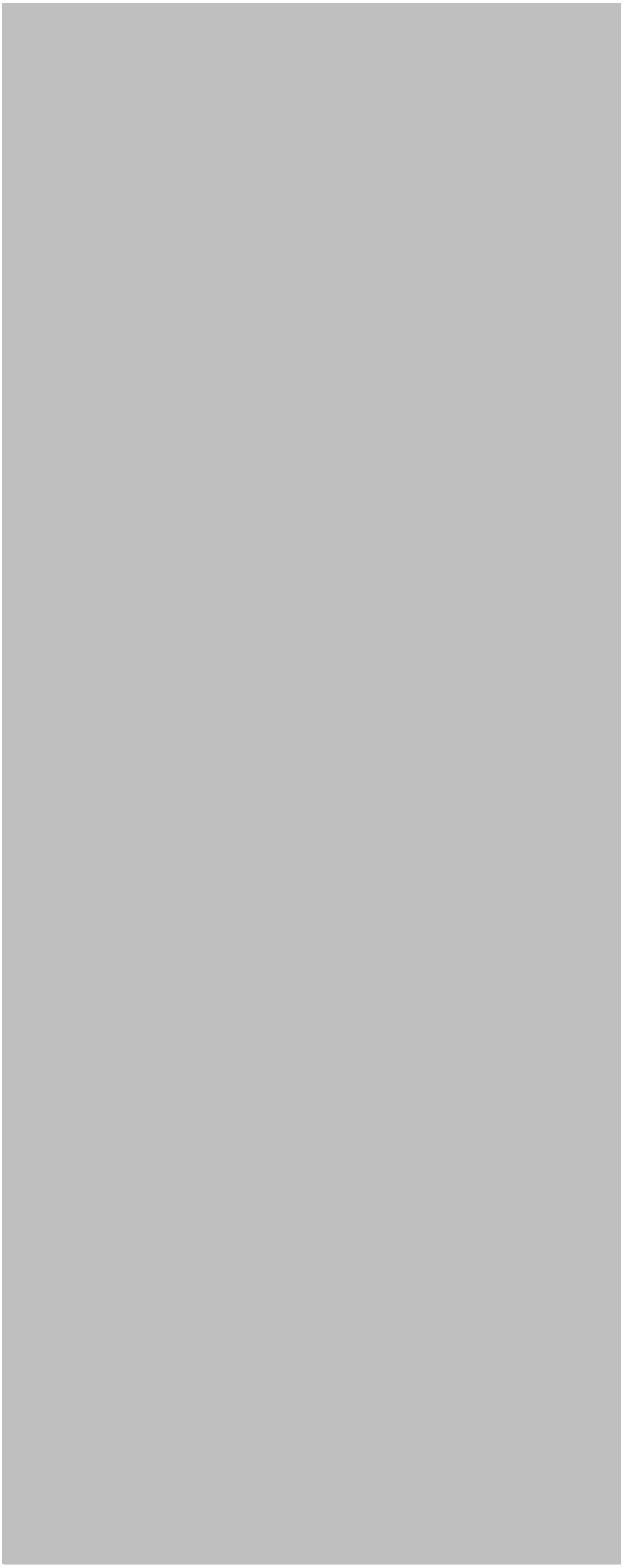


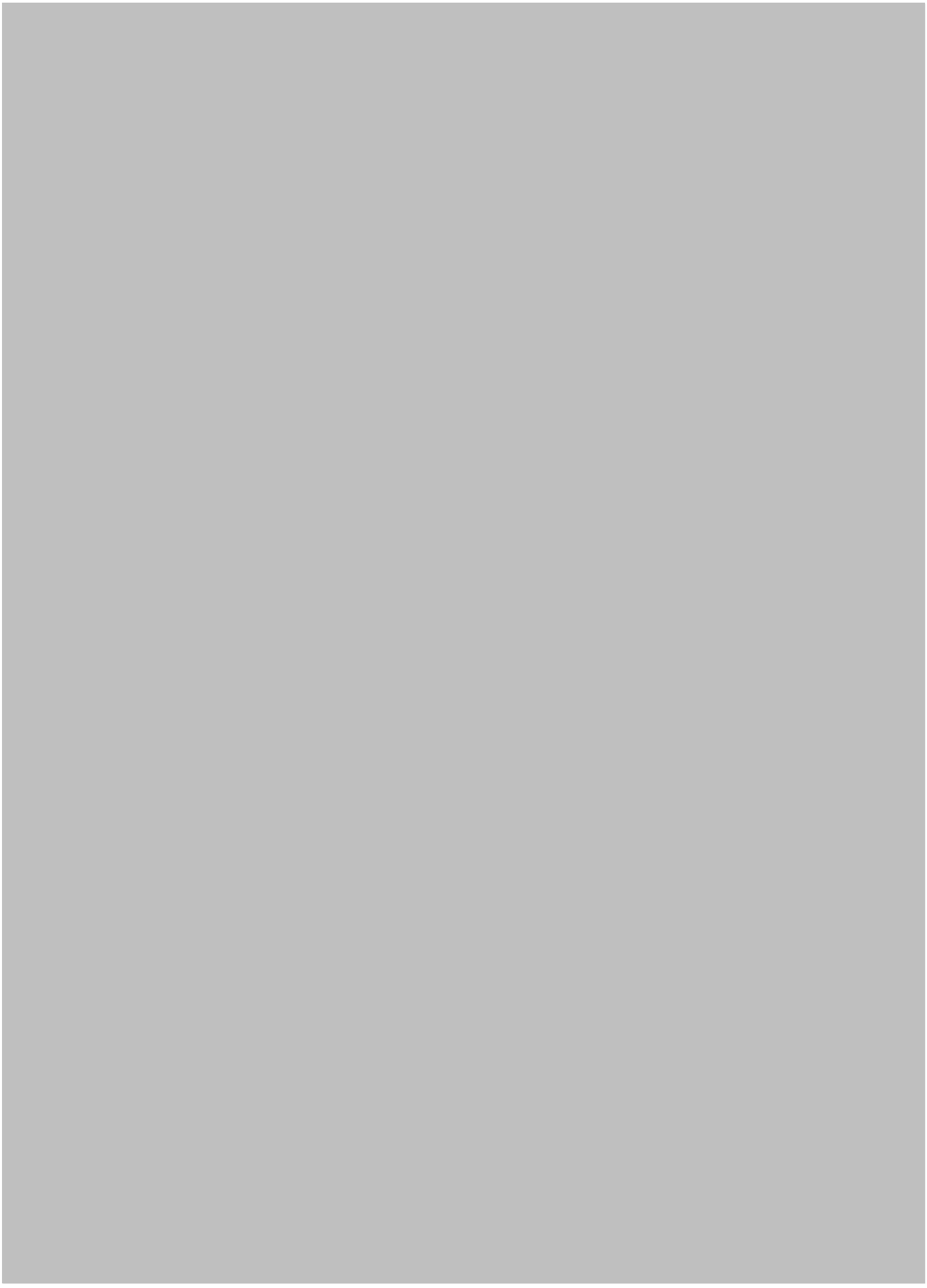


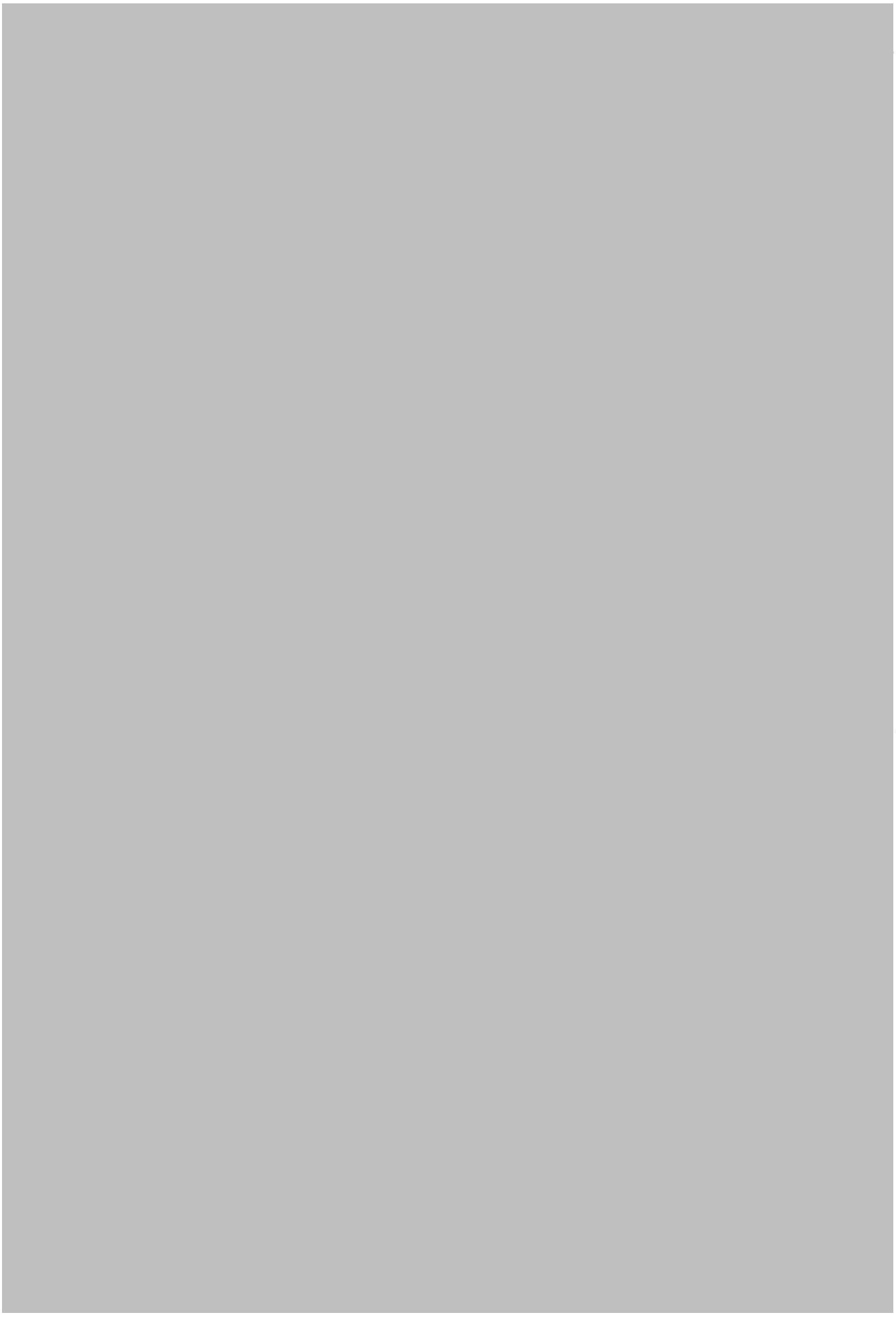


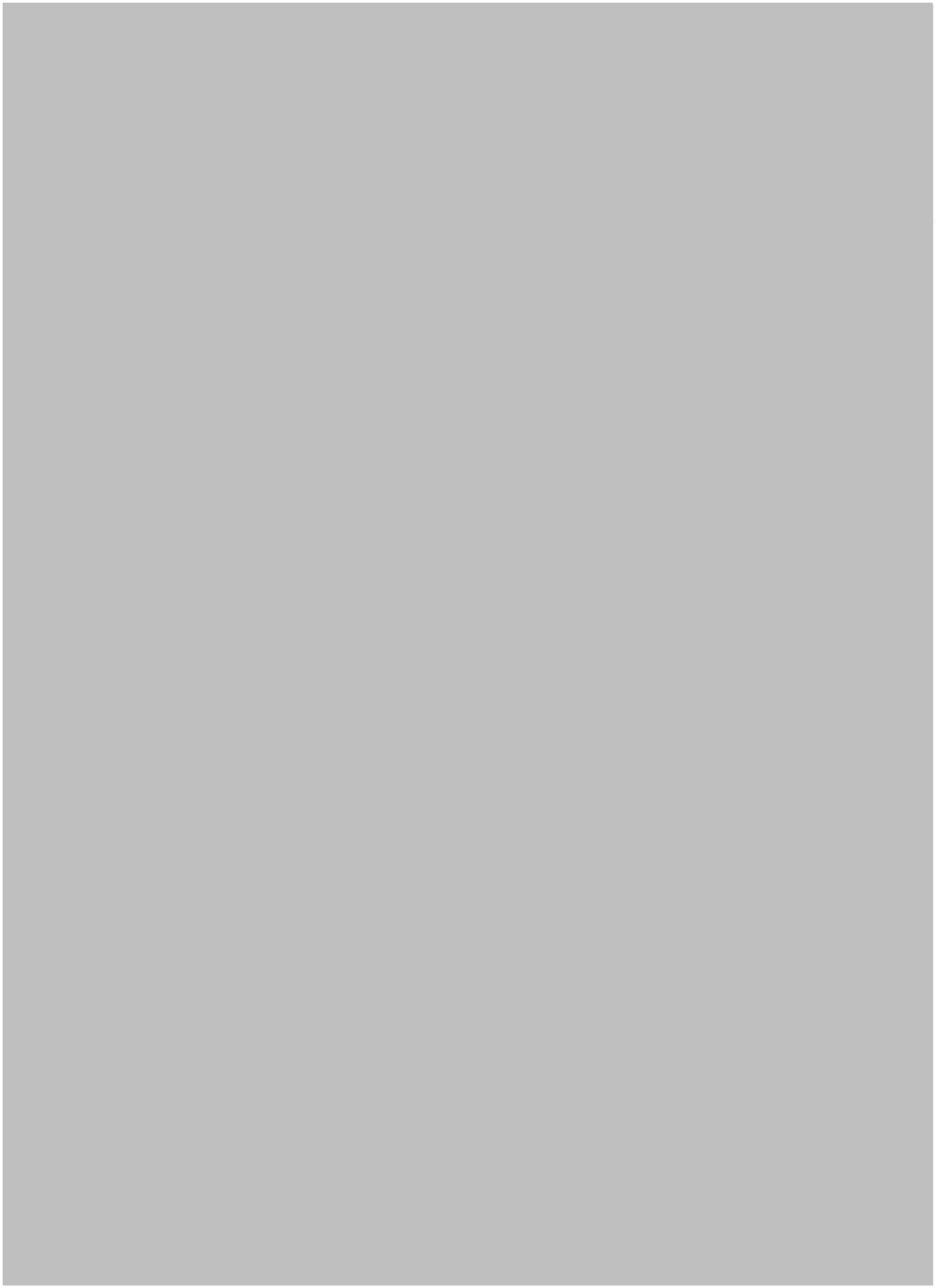


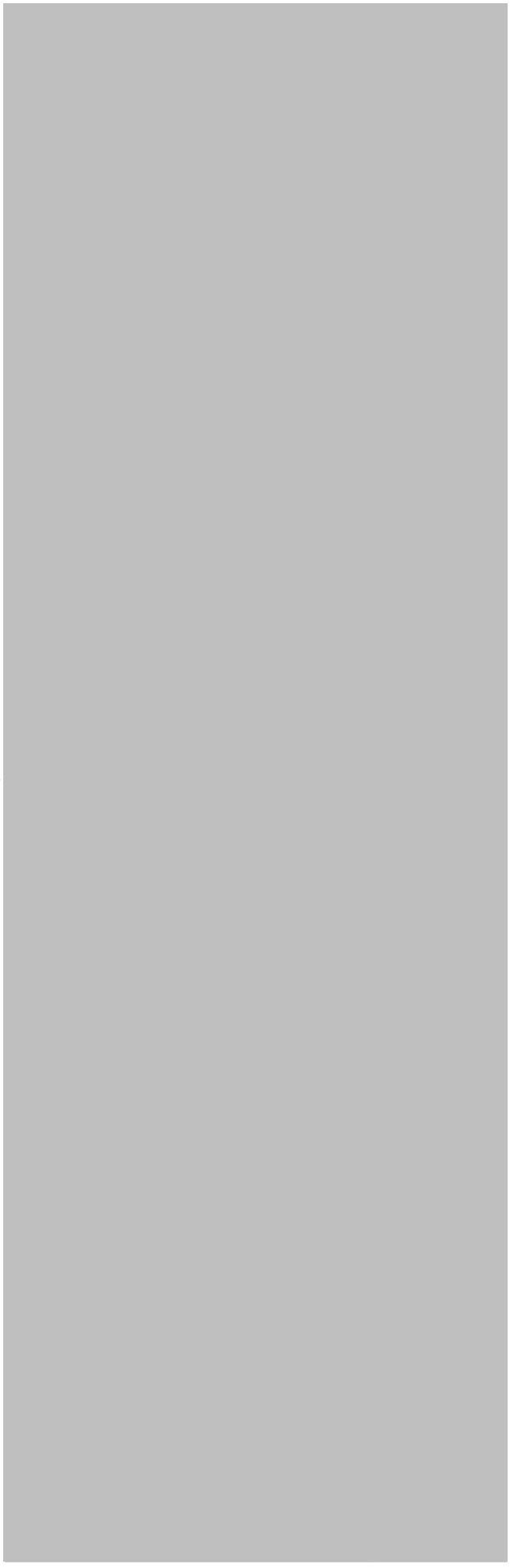


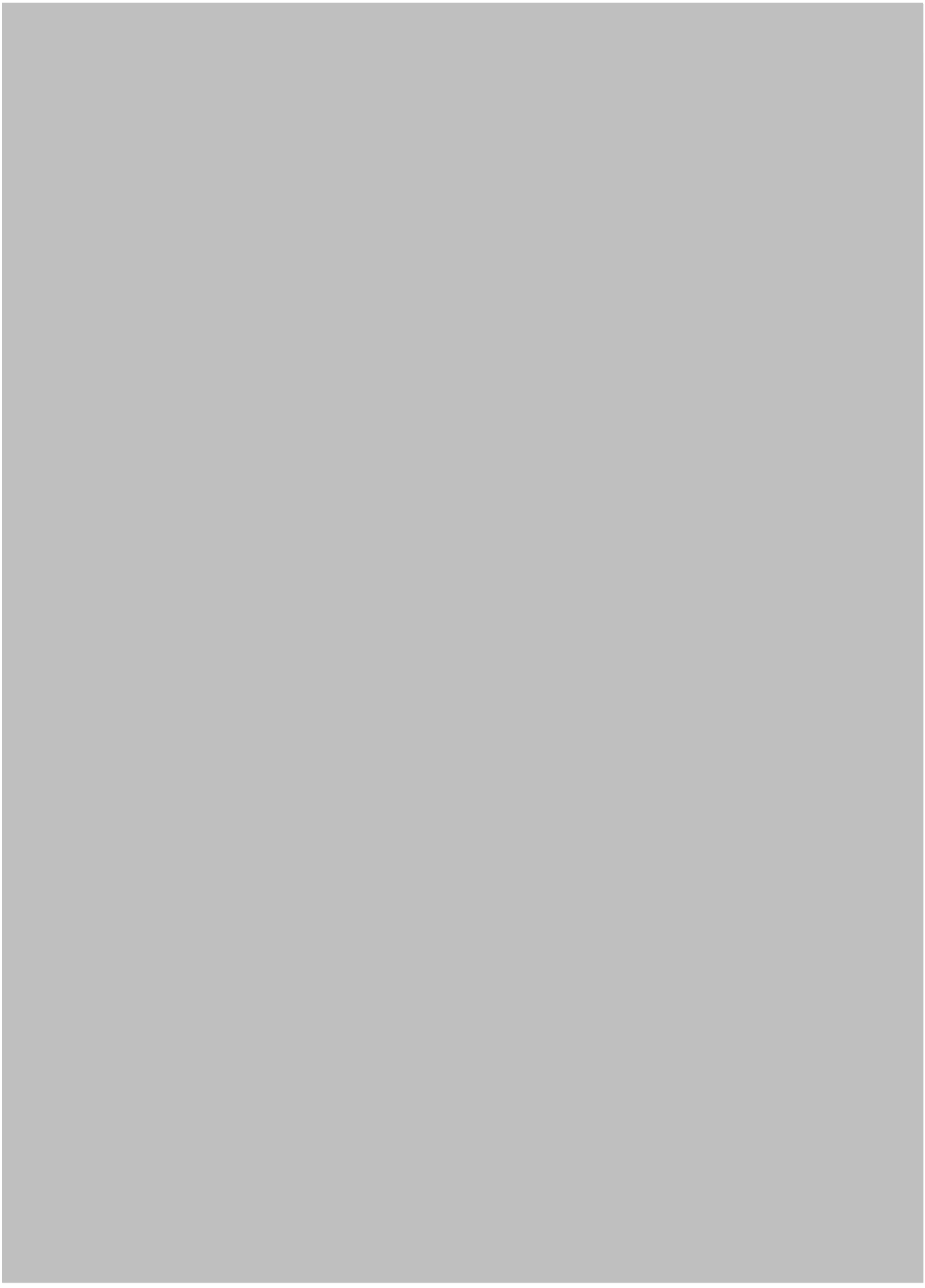


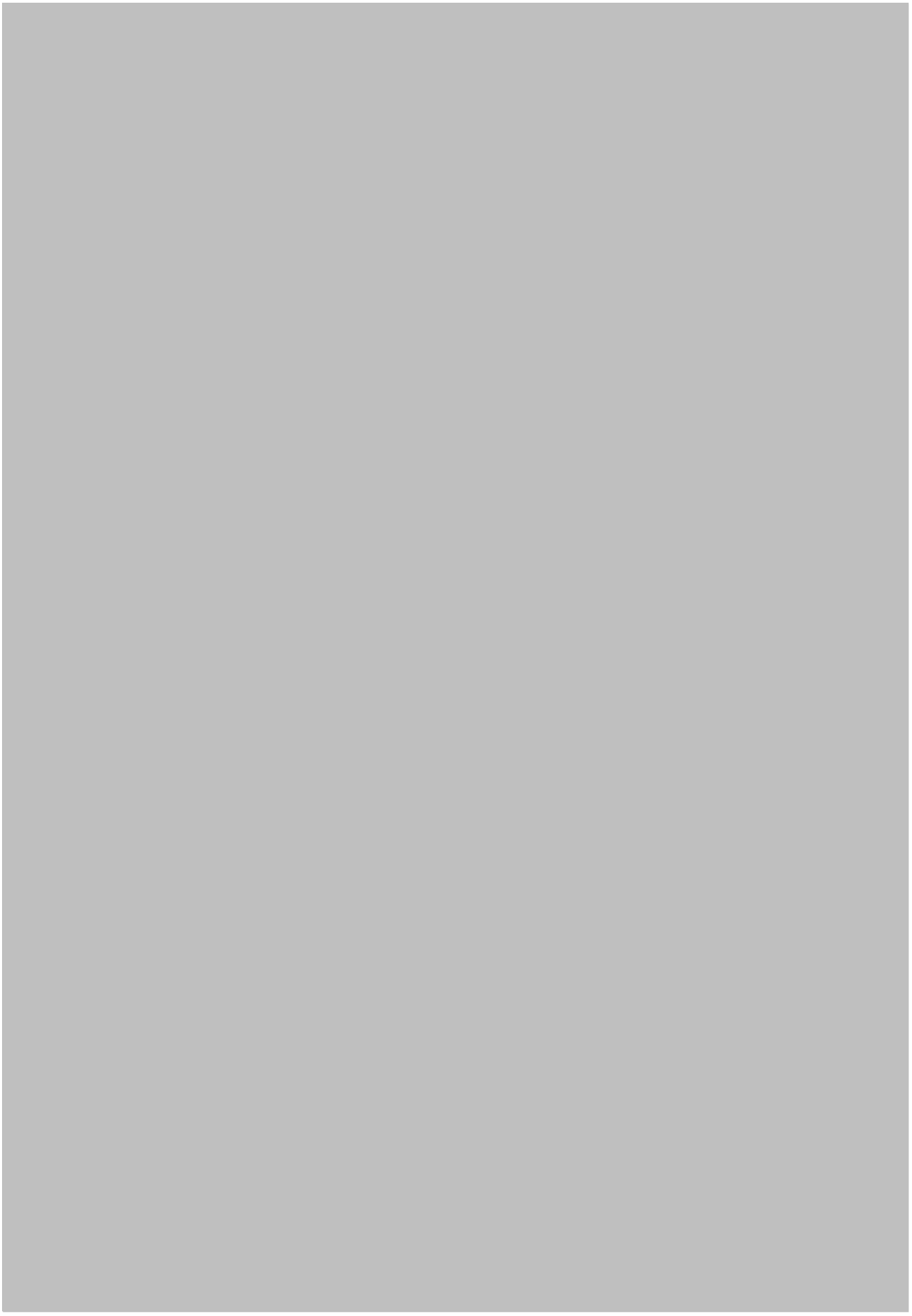


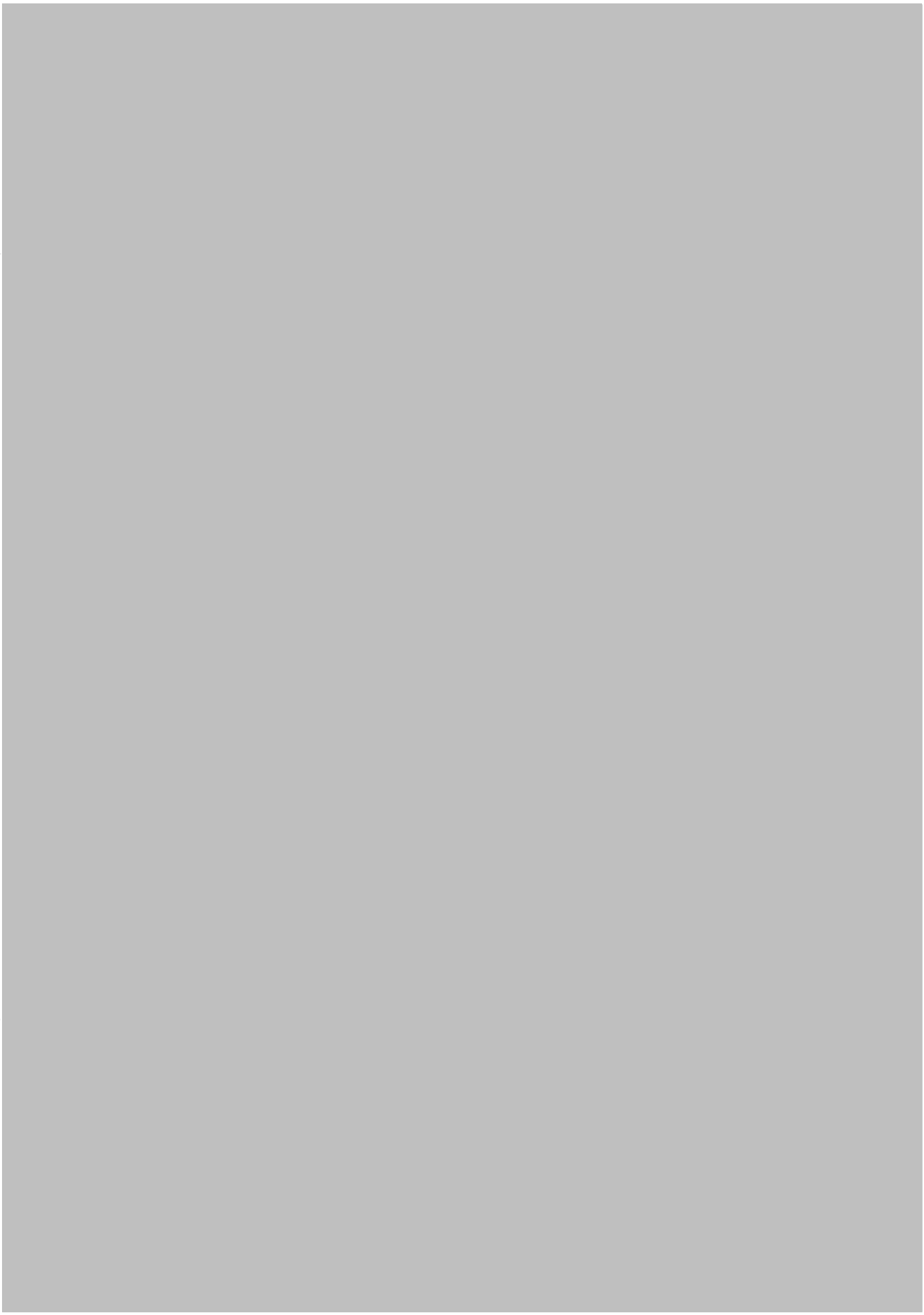


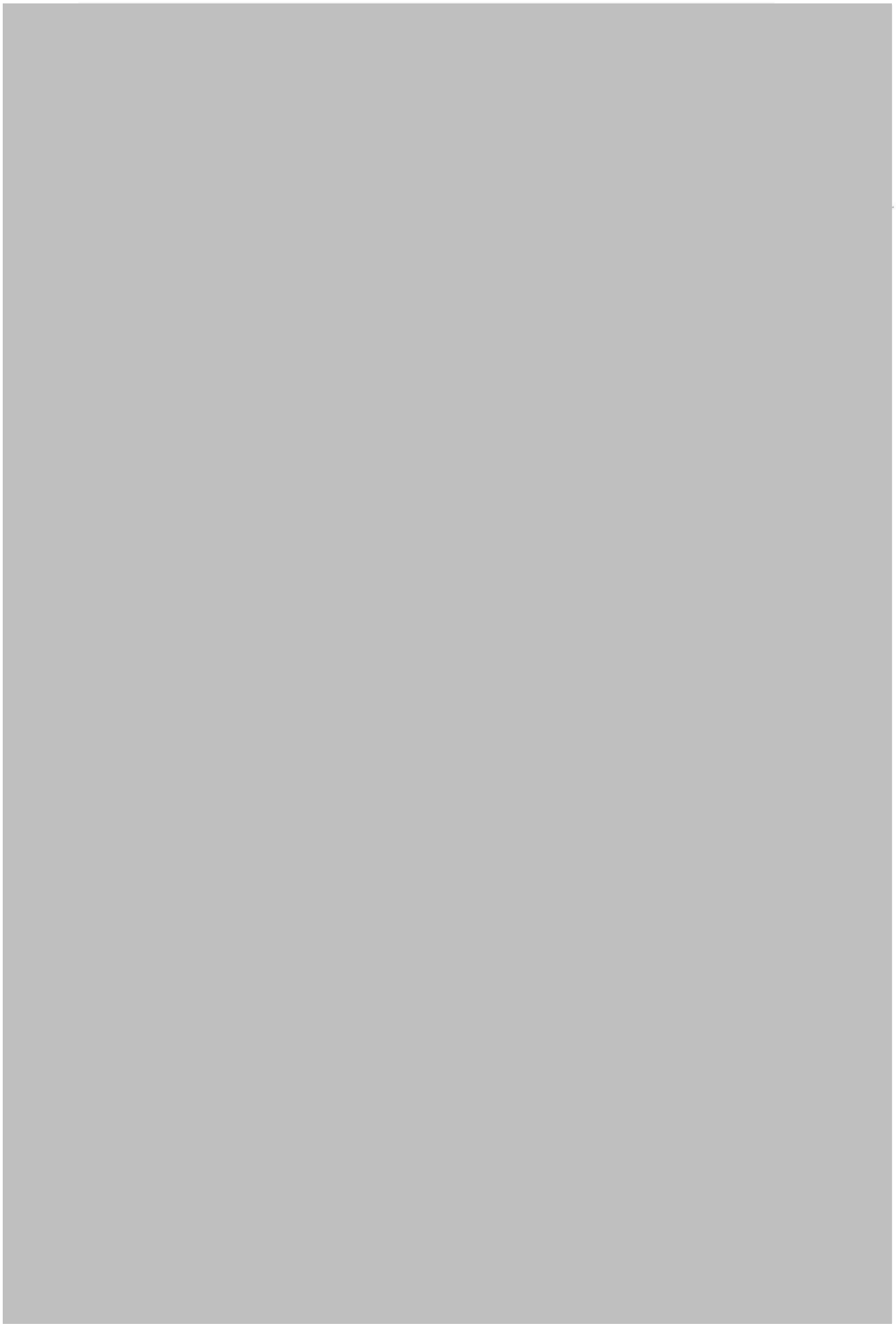


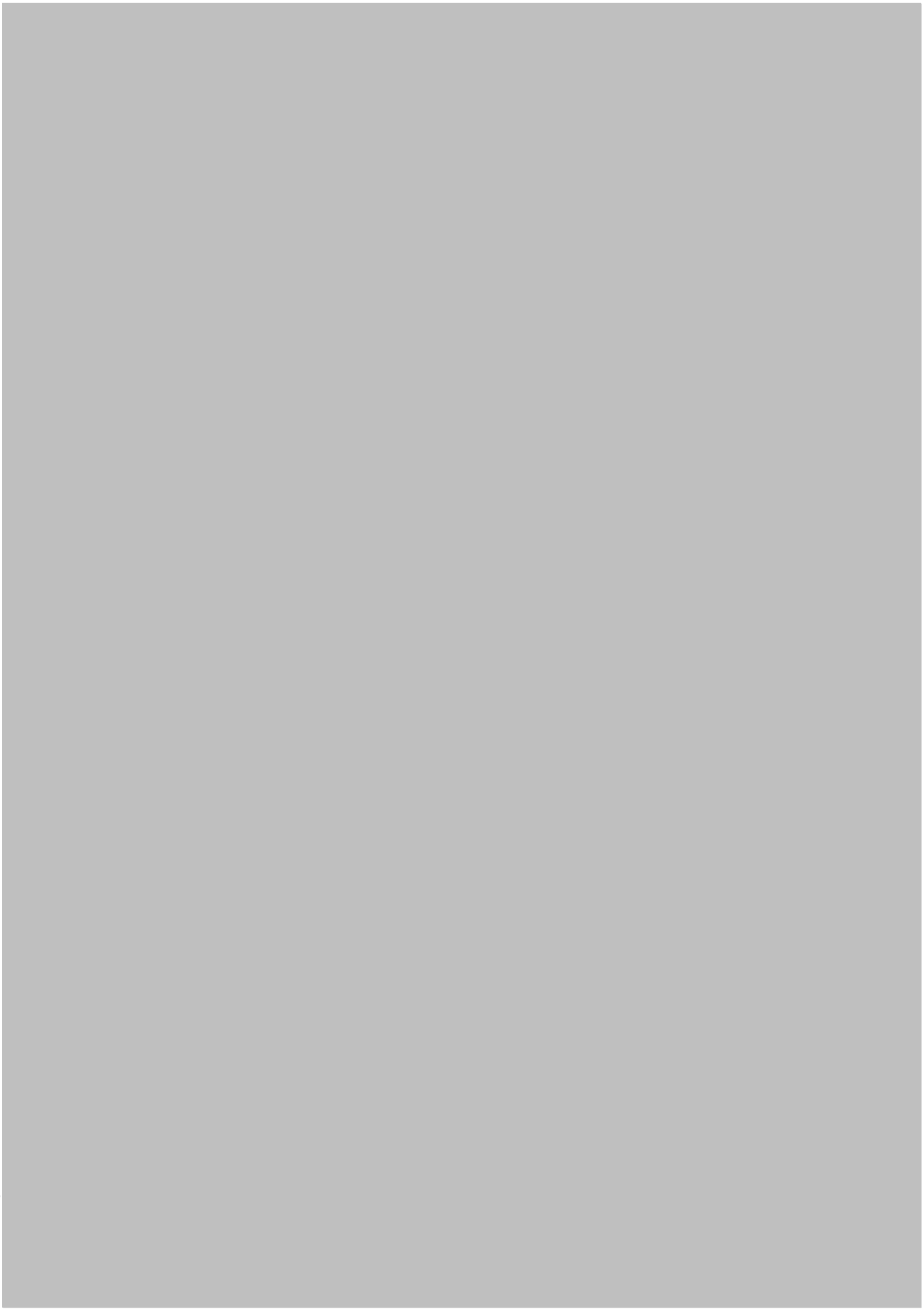


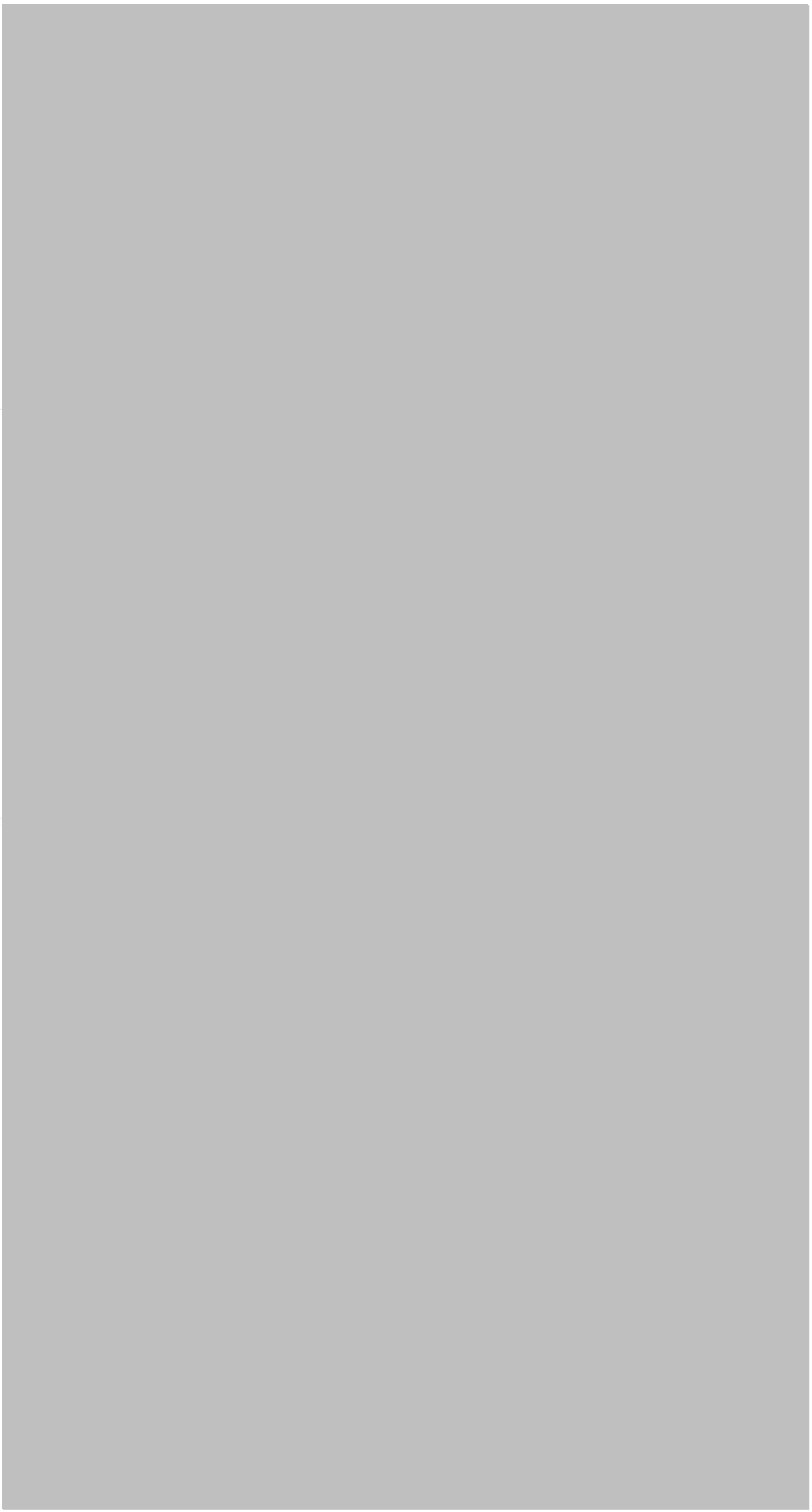


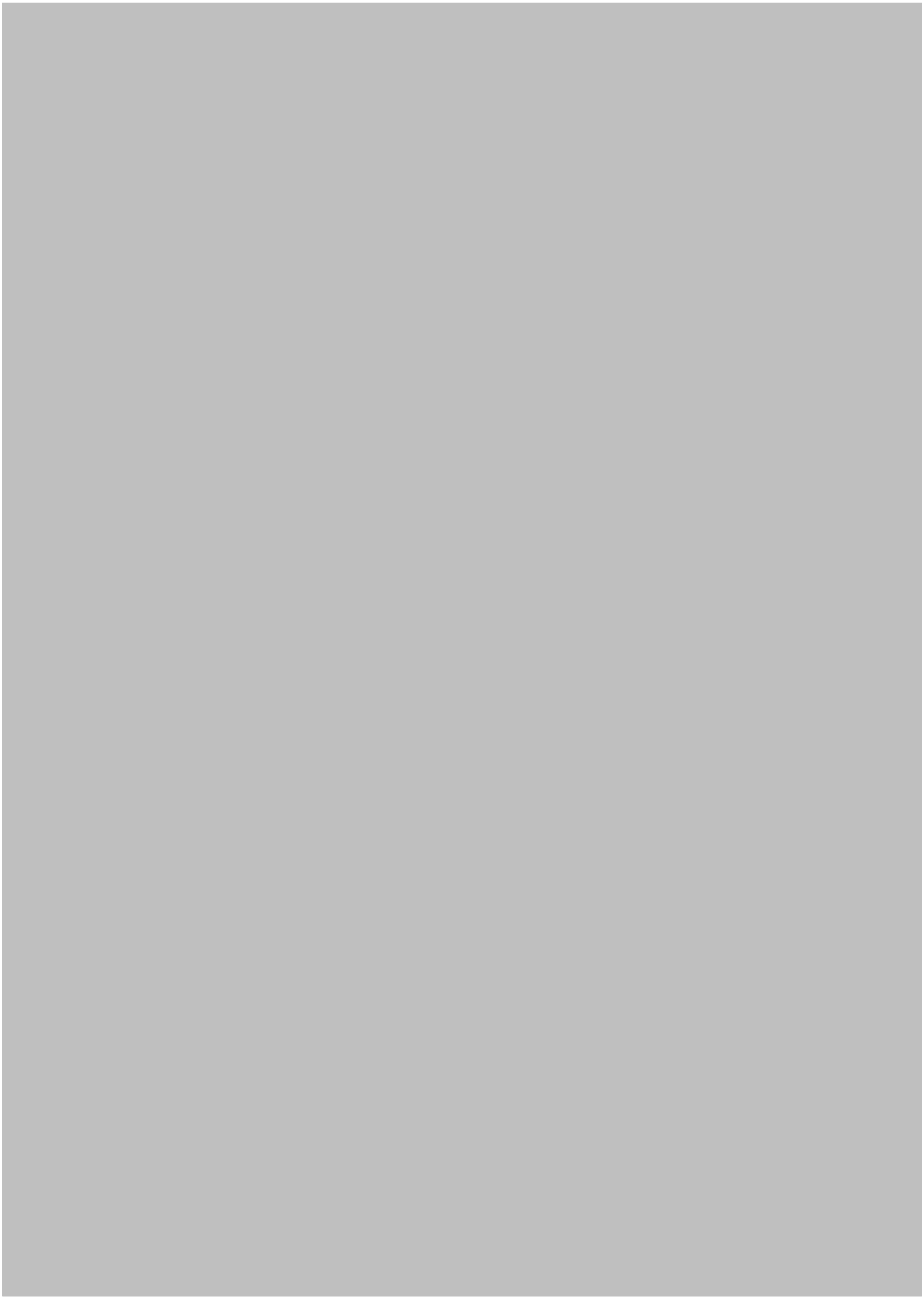


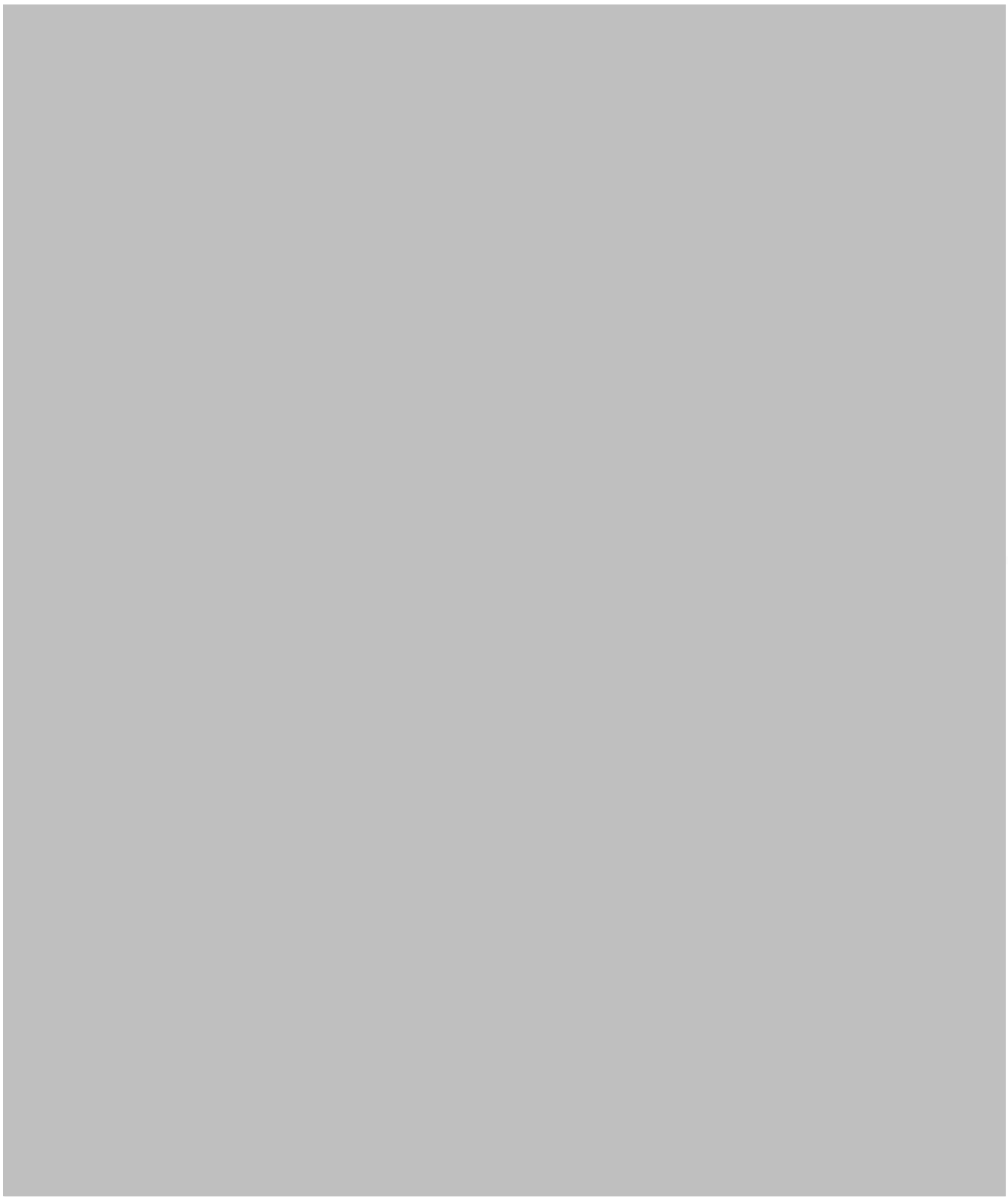












BRINDABELLA
CHRISTIAN COLLEGE

Dear Lynda

I refer to the recent Registration Panel report for Brindabella Christian College (the College), following the Panel visit to the College on 22 August 2018.

In Section B.7.b) the Panel noted that while at the time of the College's submission of documents the timetable and calendar for BSSS requirements did not reflect the mandatory hours of study for all units and courses, the Panel agreed that the changes proposed by the College would meet these requirements.

This letter is my guarantee that the measures the College committed to during the Panel's visit and in conversation with the BSSS, are now being implemented, and will be fully met for the 2019 school year and beyond. I undertake to provide you with evidence that this BSSS compliance requirement has happened, and is embedded in our timetable, in January of next year.

Please let me know if any further discussion is required.

Yours sincerely

[redacted]

Principal

10 October 2018

WISE INTEGRITY SERVICE EXCELLENCE
PO Box 5103 Lyneham ACT 2602 • 136 Brigalow Street, Lyneham ACT 2602
bcc.act.edu.au • P. 02 6247 4644 • F. 02 6247 0287

This document is not released in accordance with Section 45(a) of the
Freedom of Information Act 2016.

Bowden, Julia

From: [redacted]
Sent: Wednesday, 26 June 2019 10:30 PM
To: Tooth, Lynda
Subject: handbook
Attachments: 2018 Brindabella Governance Handbook 15.06.2017.pdf

Hi Lynda

This is the doc I mentioned today.

Warm regards

[redacted]

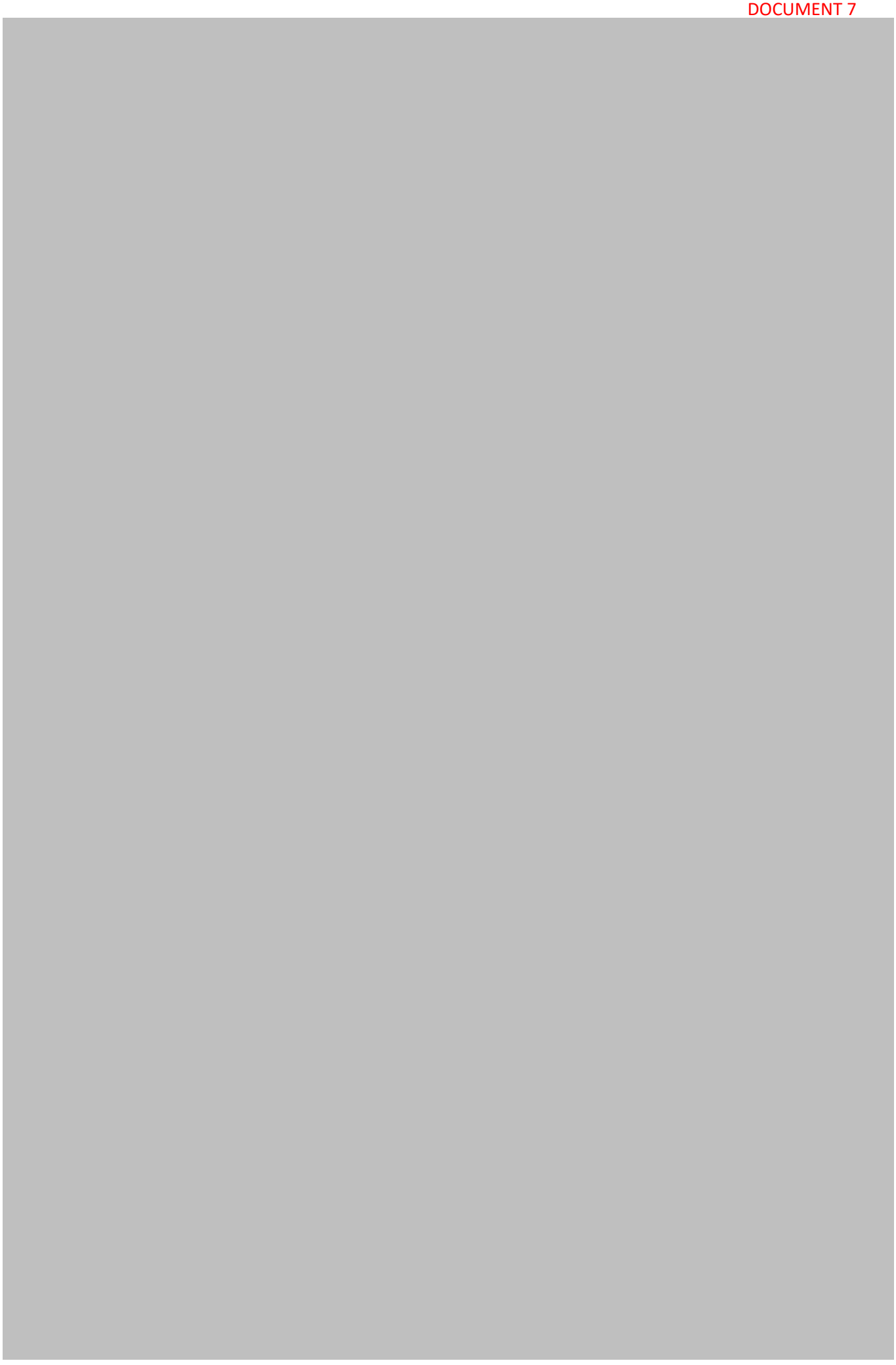
BRINDABELLA
CHRISTIAN COLLEGE
CANBERRA

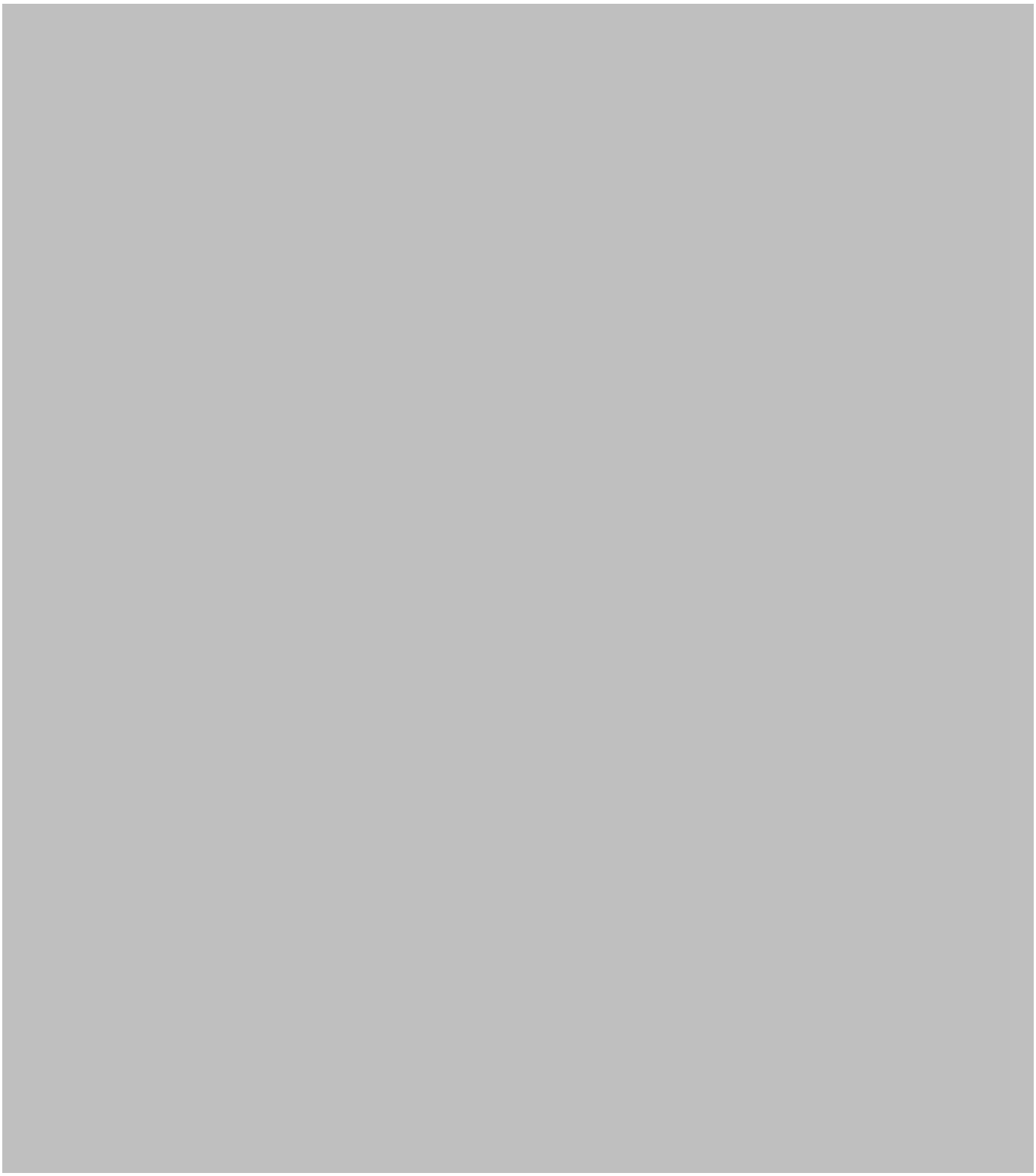
BRINDABELLA CHRISTIAN COLLEGE

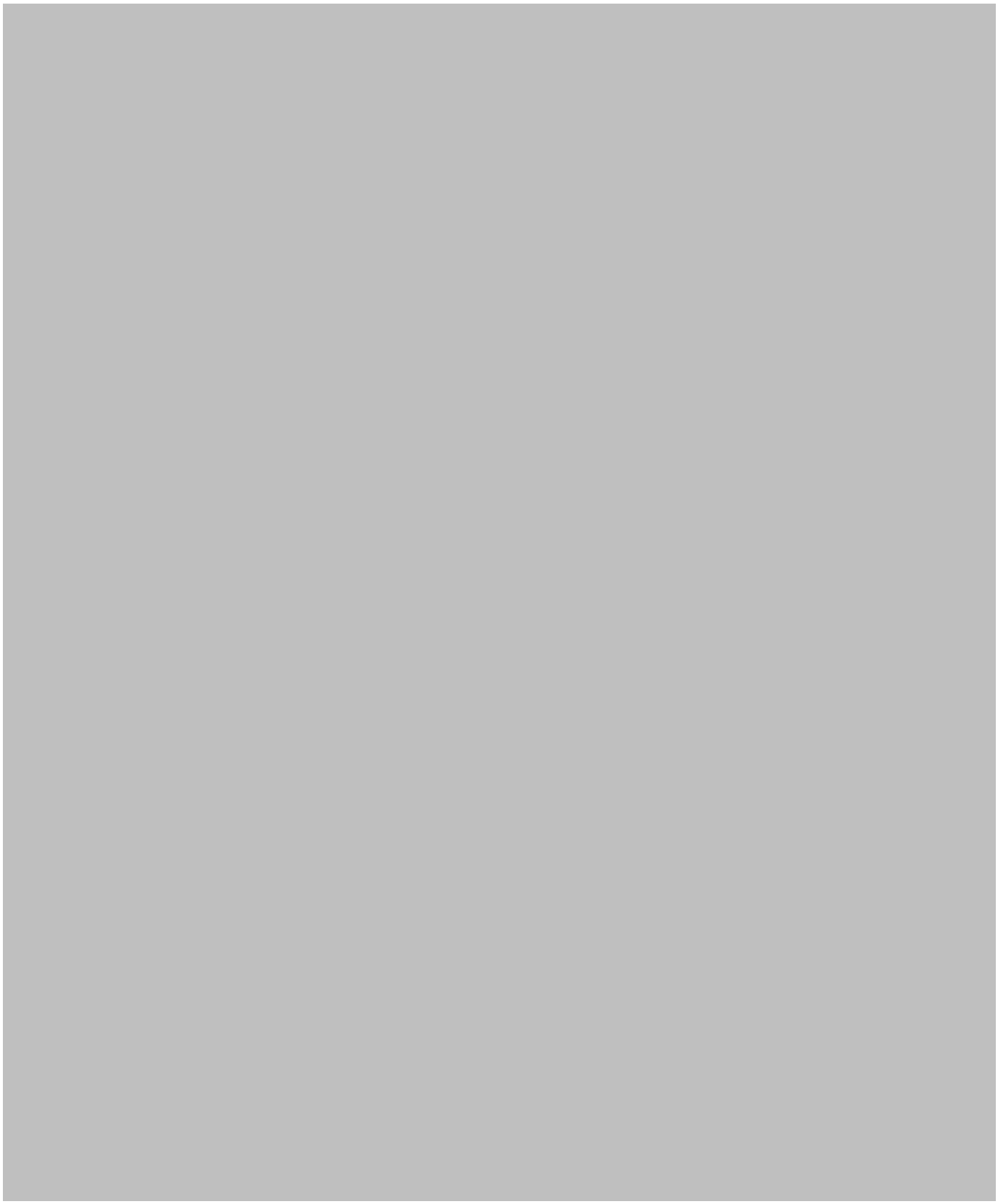
GOVERNANCE HANDBOOK

WISDOM INTEGRITY SERVICE EXCELLENCE

UPDATED JUNE 2018







[redacted]

EXECUTIVE BRIEF

ACT Government

Education Directorate

UNCLASSIFIED

To:	Executive Branch Manager Governance and Community Liaison	EDU19/1242
Date:	09/07/2019	
From:	Senior Director, Non-government Education Regulation	
Subject:	Authorised person entry to Brindabella Christian College	

Recommendations

That you:

1. Note the information contained in this brief;

Noted

2. Sign the attachment letter to the principal of Brindabella Christian College (Attachment A).

Agreed

Danielle Krajina..... ...../...../.....

Executive Feedback

Background

1. Brindabella Christian College (BCC) is registered as an ACT non-government school until 31 December 2023.
2. BCC's proprietor (Brindabella Christian Education Limited (BCEL)) has applied for in-principle approval to apply for registration of the school for years 7 and 8 at its Charnwood campus.
3. A [redacted] has recently raised concerns with the financial viability of the school and financial management of BCC by BCEL both through Minister Rattenbury [redacted] and directly with the Education Directorate [redacted]

4. Another [redacted] has recently raised concerns about the school's financial position with ACT Property Group.

5. Another [redacted] verbally advised the [redacted] related to [redacted] concerns with the stability of the school and the actions of the board.

6. Under section 91 (g) of the *Education Act 2004* (the Act), non-government schools must, as a condition of registration, be financially viable.

7. Under Sn 95 of the *Education Act 2004* contravention of a condition of registration is grounds for the cancellation of a non-government school's registration.

8. A caveat brief [redacted] has been drafted to brief Minister Berry on this matter.

Issues

9. On 3 July 2019 you met with Lynette Daly (Chief Financial Officer (CFO)) to determine how to handle proceed. You and Ms Daly agreed that an Authorised Person investigation under Sn 122 of the Act could be used to determine if there is any veracity to the [redacted] claims relating to financial viability and mis-management and student departures (which would reasonably suggest financial difficulties for the school).

10. A letter has been prepared for your consideration (Attachment A).

11. This letter advises the BCC principal that you have instructed me to undertake an Authorised Person investigation of the school's enrolment data and use of the Student Transfer Register (required under section 146A of the Act to record student comings and goings); and to gather information under which Ms Daly can undertake a financial viability assessment.

12. This letter relies on the provisions of the school's Deed of Grant Attachment B) to gather the financial information required by the CFO.

Financial Implications

13. Nil

Consultation

Internal

14. Mark Scanes from Strategic Finance provided the list of documentation required for the financial viability assessment.

Cross Directorate

15. Nil

External

16. Concerns raised by members of the community about BCC are logged in CRM records [redacted] You have access this these reports on the CRM.

Work Health and Safety

17. [redacted]

18. [redacted] two Directorate staff would attend this visit.

Benefits/Sensitivities

19. Investigation of the concerns raised [redacted] will enable the Directorate to determine if the school is contravening its conditions of registration.

20. The outcome of the financial viability assessment will support the Minister in her consideration of the school's application for in-principle approval to expand its operations.

21. Further action as allowed under section 95 of the *Education Act 2004* (i.e. to recommend to the Minister that the school's registration be cancelled due to a condition of registration being contravened) can be considered after the investigation and financial assessment.

22. You may need to consider informing the Commonwealth if financial viability concerns are identified.

Communications, media and engagement implications

23. This matter may generate media interest.

Signatory Name: Lynda Tooth Phone: 58321

Attachments

Attachment	Title
Attachment A	Letter to the principal.
Attachment B	Deed of Grant between ACT and BCC/BCEL

ACT Government
Education

Name
Principal
School
email address

Authorised Person enquiry – Name of school (acronym)

Dear name

As you would be aware under the *Education Act 2004* (the Act) ACT non-government schools (NGS) are required to comply with the conditions of registration (which includes a requirement for financial viability). ACT NGS are also required to record the movement of students to and from schools using the Student Transfer Register (STR).

Additionally, under proprietor's name (acronym 2) / acronym's *Deed of Grant* with the ACT Government, acronym 2 / acronym must keep and retain all records necessary to substantiate expenditure of grants in compliance with applicable laws and give the ACT access and assistance to conduct an audit of the school's compliance with the Deed of Grant.

It has come to my attention that acronym 2 / acronym has experienced significant student and infrastructure change since the school last applied for details of current applications.

As such I wish to provide to the Minister for Education and Early Childhood a report on the school's ongoing financial viability, its use of the STR, its enrolment patterns, and its demand for expansion.

Under section 122 of the *Education Act 2004* (the Act), an authorised person may enter a non-government school at any time when it is being used as a school under the Act to find out whether the school is complying with the Act. Although under section 124 of the Act you are not required to consent to this entry, the authorised person will ask for your consent, and will ask you to sign an acknowledgment of the consent.

I have asked Ms Lynda Tooth Director, Non-government Education within the Education Directorate, and a person authorised under section 119 of the Act, to enter school to review the school's 2019 enrolments and consequent student transfer register uploads; and review the financial viability of the school in the light of the school's recent application for application details

As section 7.2 of your Deed of Grant, permits the ACT to take copies of any records which it reasonably considers relevant to its audit, I ask you to provide every assistance to Ms Tooth and

permit her to remove the required records/documents from the school so that she may make copies of them at our offices. Ms Tooth will then return these documents to the school.

Attachment A provides a list of initial documentation required. Additional information may be requested at a later date.

Ms Tooth will contact you shortly to advise you of the time of her visit to your school.

Yours sincerely

Danielle Krajina
Registrar
ACT Non-government Schools
July 2019

ATTACHMENT A

REQUIRED DOCUMENTATION

Enrolments

1. A list of all children who commenced at BCC (K-12) from 1 January – 30 June 2019 including first name, surname, date of birth, year level and student ID number.
2. A list of all children who left BCC (K-12) from 1 January – 30 June 2019 including first name, surname, date of birth, year level and student ID number.
3. A list of all children who have advised BCC they will or may be leaving BCC between 1 July 2019 and 31 December 2019 including first name, surname, date of birth, year level and student ID number.

Financial Viability

1. Number of current students enrolled and estimated enrolments for calendar 2020.
2. If applicable, planned changes to the tuition fee schedule for 2020.
3. Confirmation of (generally yes/no answers will suffice):
   a. All current tax and reporting obligations have been met and are paid to date, including PAYG Withholding, payroll Tax, GST, and other relevant taxes and statutory duties.
   b. All employee entitlements are current and paid to date, including superannuation, long service leave, and other relevant entitlements.
   c. All employees are paid in accordance with an Enterprise Agreement (where the entity has such as Agreements).
   d. All financial, operating and reporting covenants are currently meeting with, and are in full compliance with, all requirements.
   e. All relevant information has been provided, and there are no subsequent events and/or material changes that have not otherwise been disclosed.
   f. The shareholders and directors have not been in control of any previous business that has become insolvent or entered into an agreement with its creditors. If so, details are to be provided.
4. Details of capital commitments (i.e. building works/improvements) and planned expenditure over the next 12 months where known.
5. Short profile of each Board member including date of appointment, qualifications, experience and position.
6. A copy of the latest year-to-date management accounts (including P&L, Balance Sheet, Cash flow and Notes), with evidence that the accounts are final and accurate (i.e. signed off by finance manager).
   a. Loans from related parties in the latest accounts, please provide:
      i. Name of related party(s)
      ii. Amount outstanding

iii. Is the loan interest-bearing?
iv. Repayment Schedule/maturity profile.

7. For each type of funding facility in place (e.g. overdraft, bank guarantees, loans and surety bonds) provide the following: (where available, please provide this information in the form of a letter from entity's financier)
    i. Name of provider
    ii. Type of facility (e.g. overdraft, bank guarantees, etc)
    iii. Limit of facility
    iv. Amount utilised
    v. Maturity date
    vi. Covenants (financial, operating, reporting, etc)
8. Advise if the entity has been/is in breach of any of its banking covenants in the past 3 years. If yes, provide details including date, reason for the breach and remedial action taken.
9. Advise if any finance costs have been capitalised during the year (other than reported in P&L)? If so, provide total capitalised finance cost and average cost of funds during the year.
10. Advise of any contingent liabilities (a possible obligation that arises from past events) that are not reflected within the financial statements provided. If there are, advise whether these liabilities are covered by insurances, and if not, advise what is the potential impact on the school's accounts of the liability/ies.
11. Copies of month-end bank statements for the last 12 months for all accounts held by the school.
12. Records detailing any compensation claims, actual or threatened, involving BCC / BCEL since the beginning of 2018.
13. Records that demonstrate that BCC / BCEL are managing the current economic climate and changes to government funding, leveraging upside risk opportunities, and mitigating downside risk. Such records should include the BCC/BCEL Business Plan that incorporates expected changes in government funding.

ACT Government

DEED OF GRANT

Dated	25/09/2015
Parties	**AUSTRALIAN CAPITAL TERRITORY** **BRINDABELLA CHRISTIAN EDUCATION LIMITED** **ABN. 21 100 229 669** **TRADING AS: BRINDABELLA CHRISTIAN COLLEGE**
Prepared by	ACT Government Solicitor Level 6, 12 Moore Street Canberra ACT 2601 Ph: (02) 6205 5306 Fax: (02) 6207 0650 Ref: 627894:MJ
Version	Final

ACT NON-GOVERNMENT SCHOOL GRANTS 2015-2020

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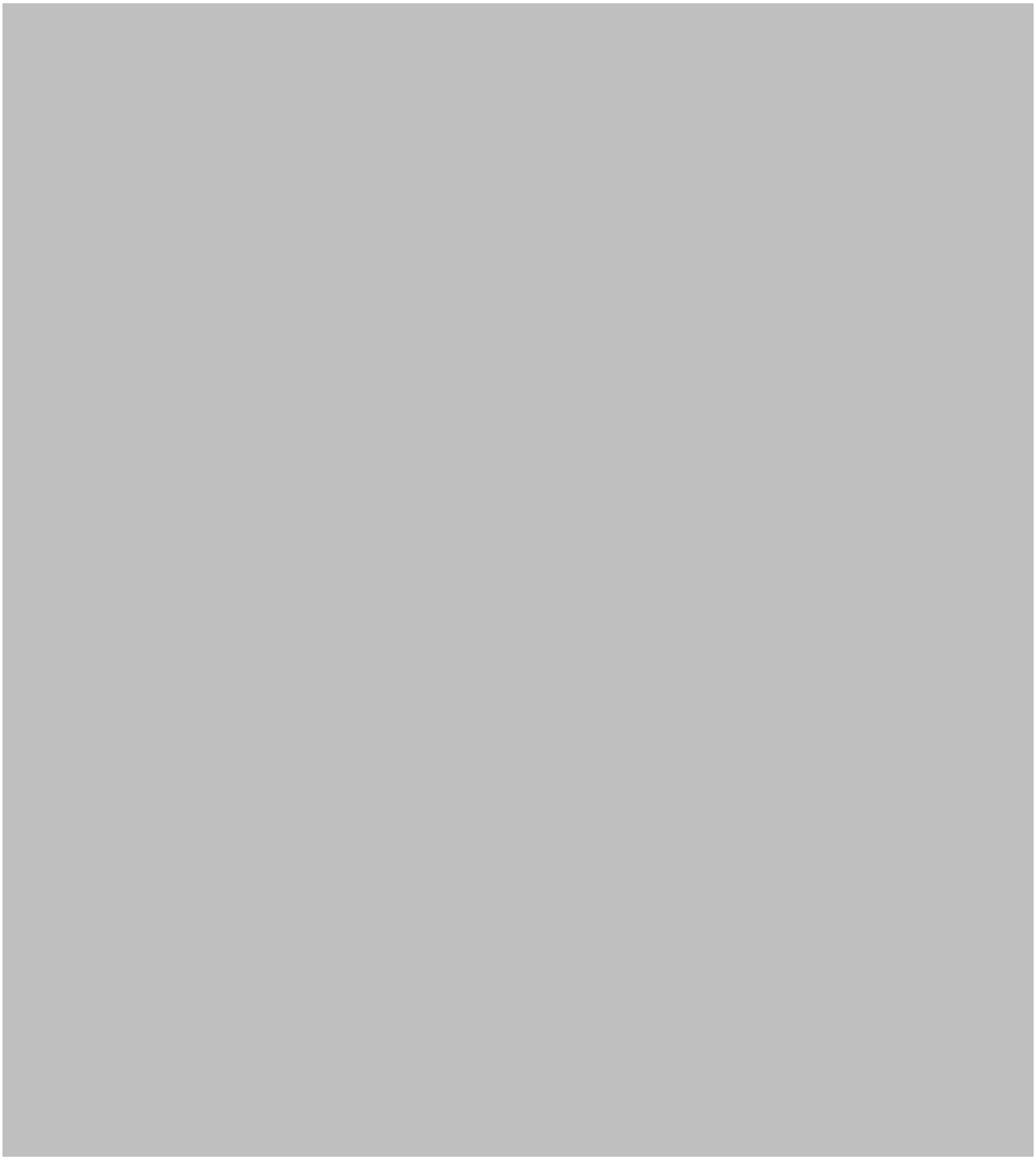

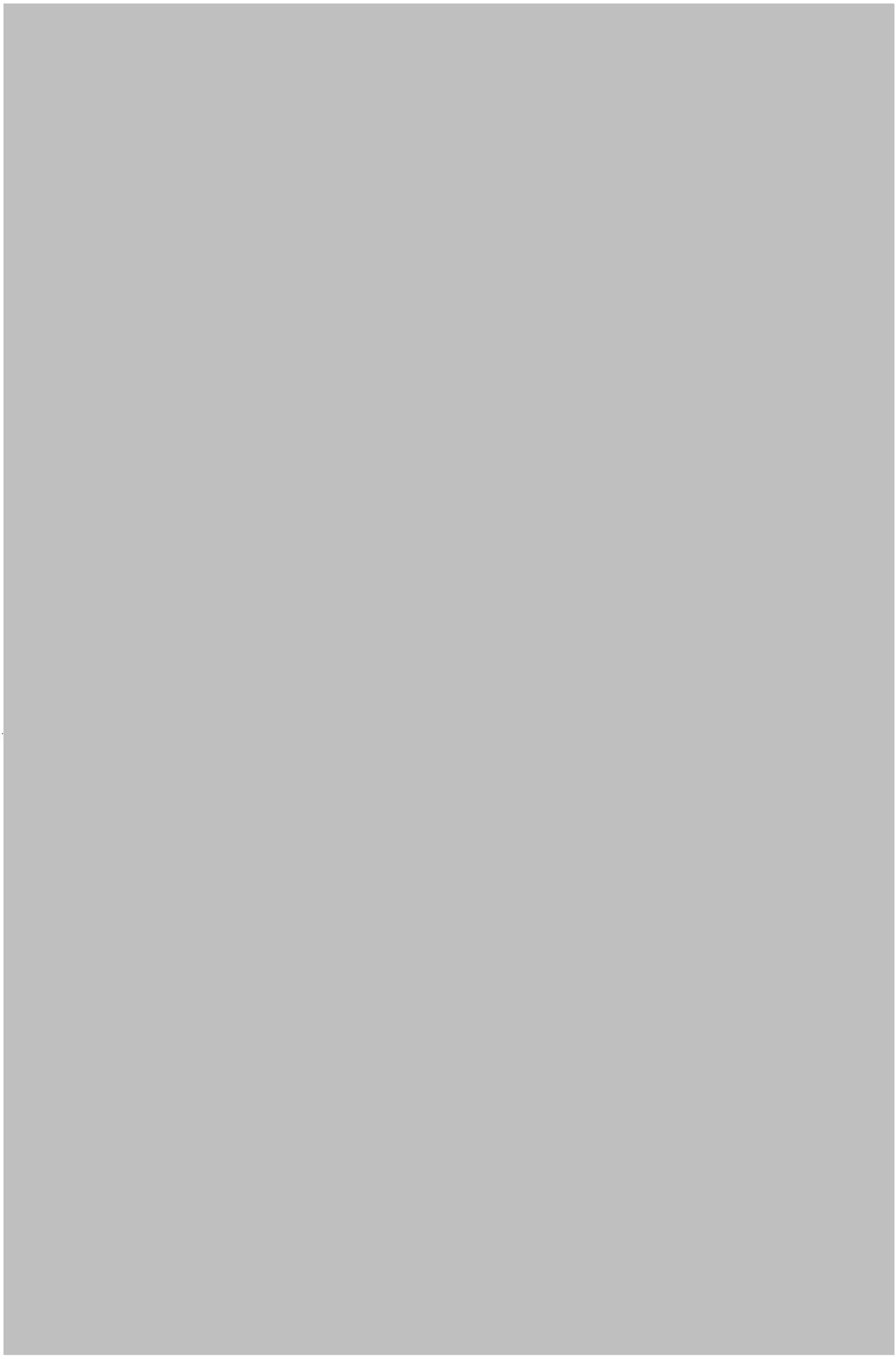

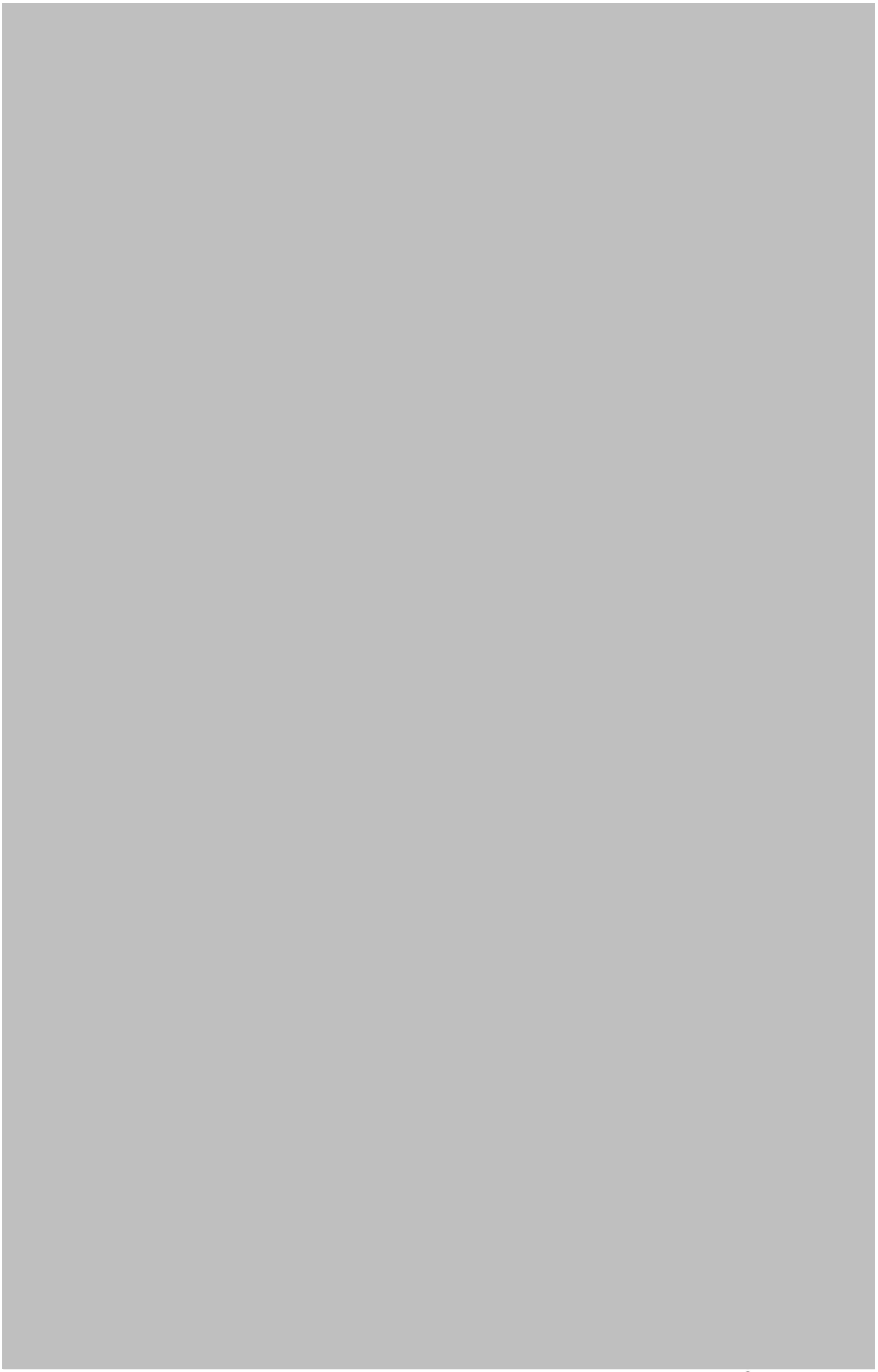

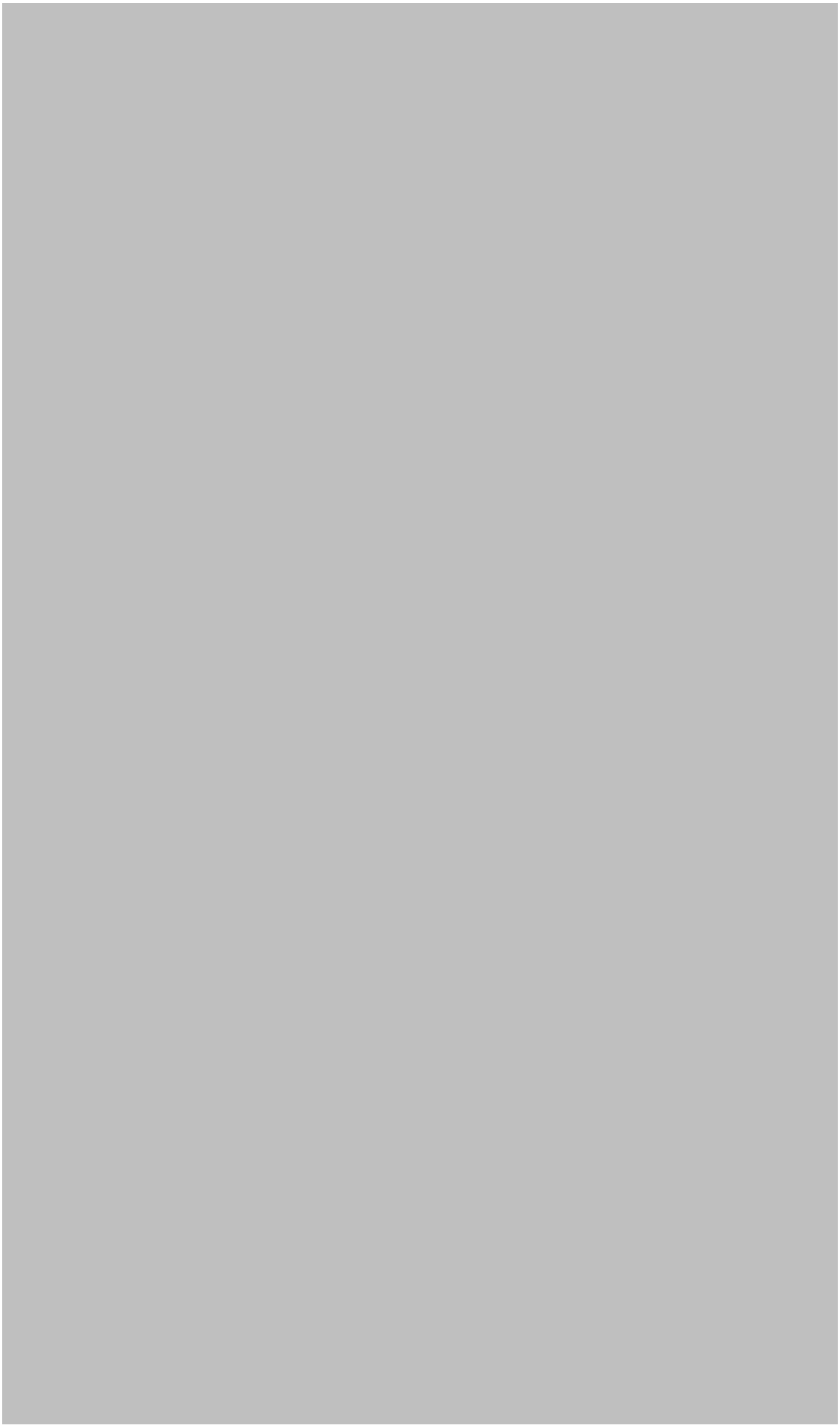

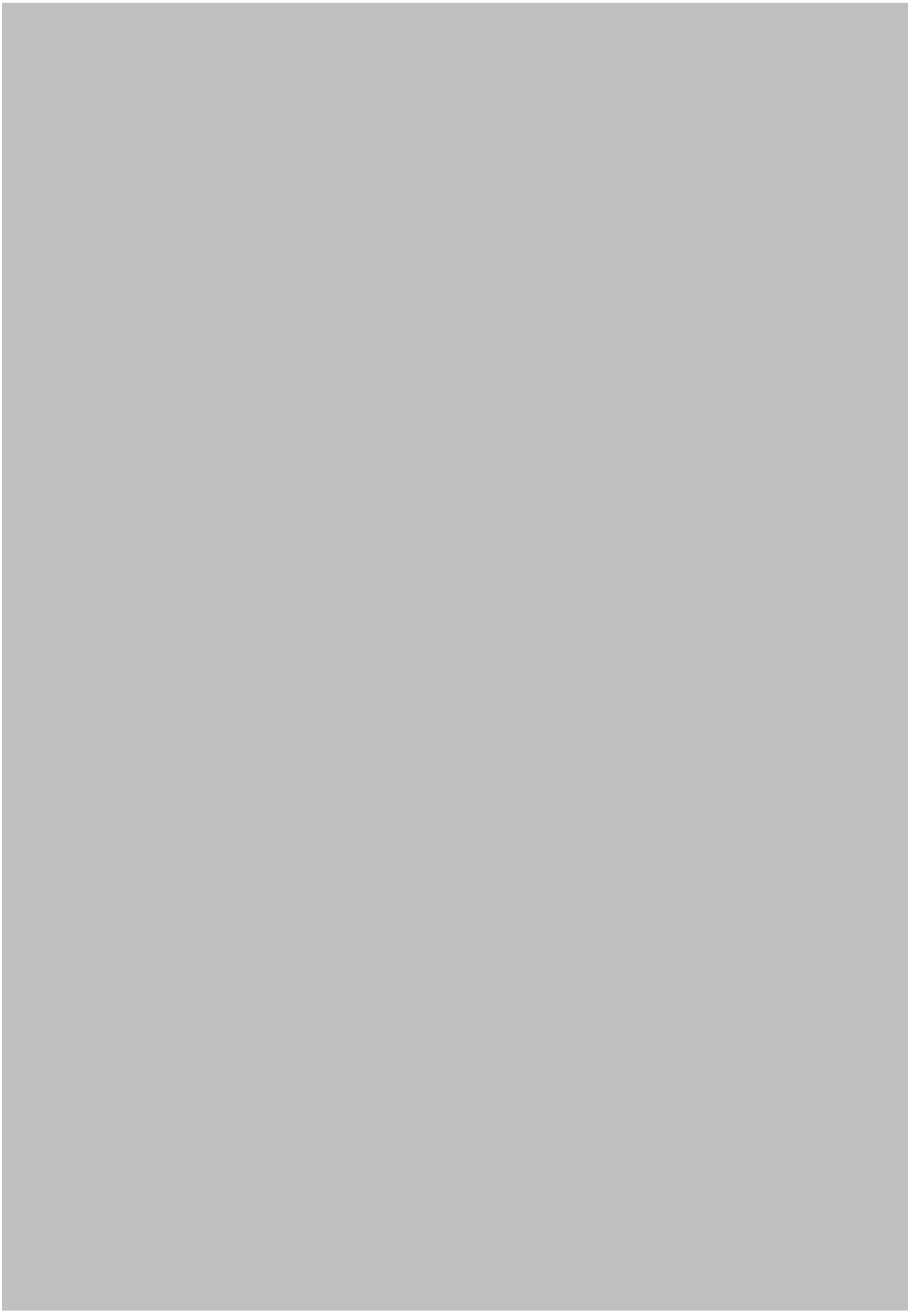

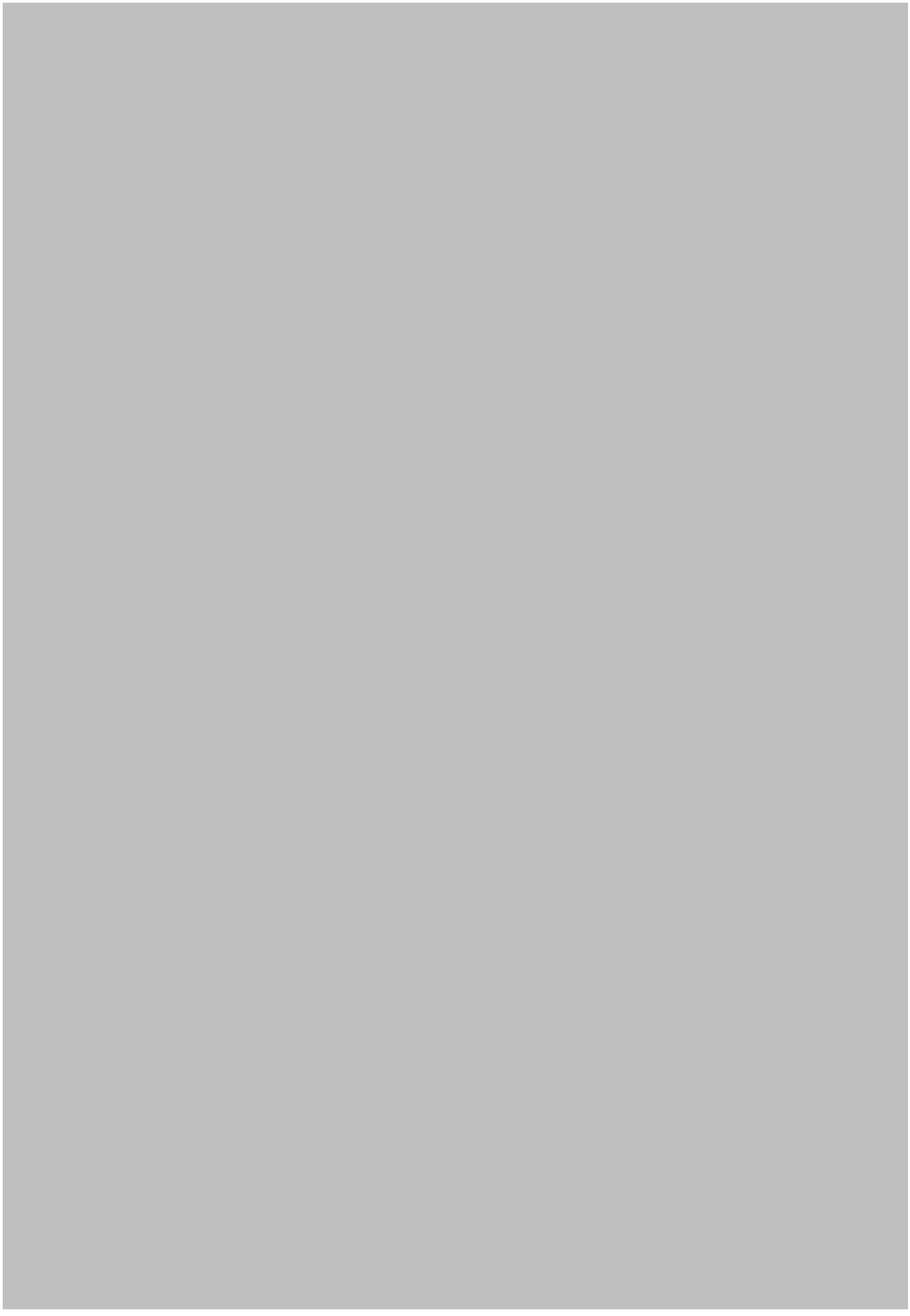

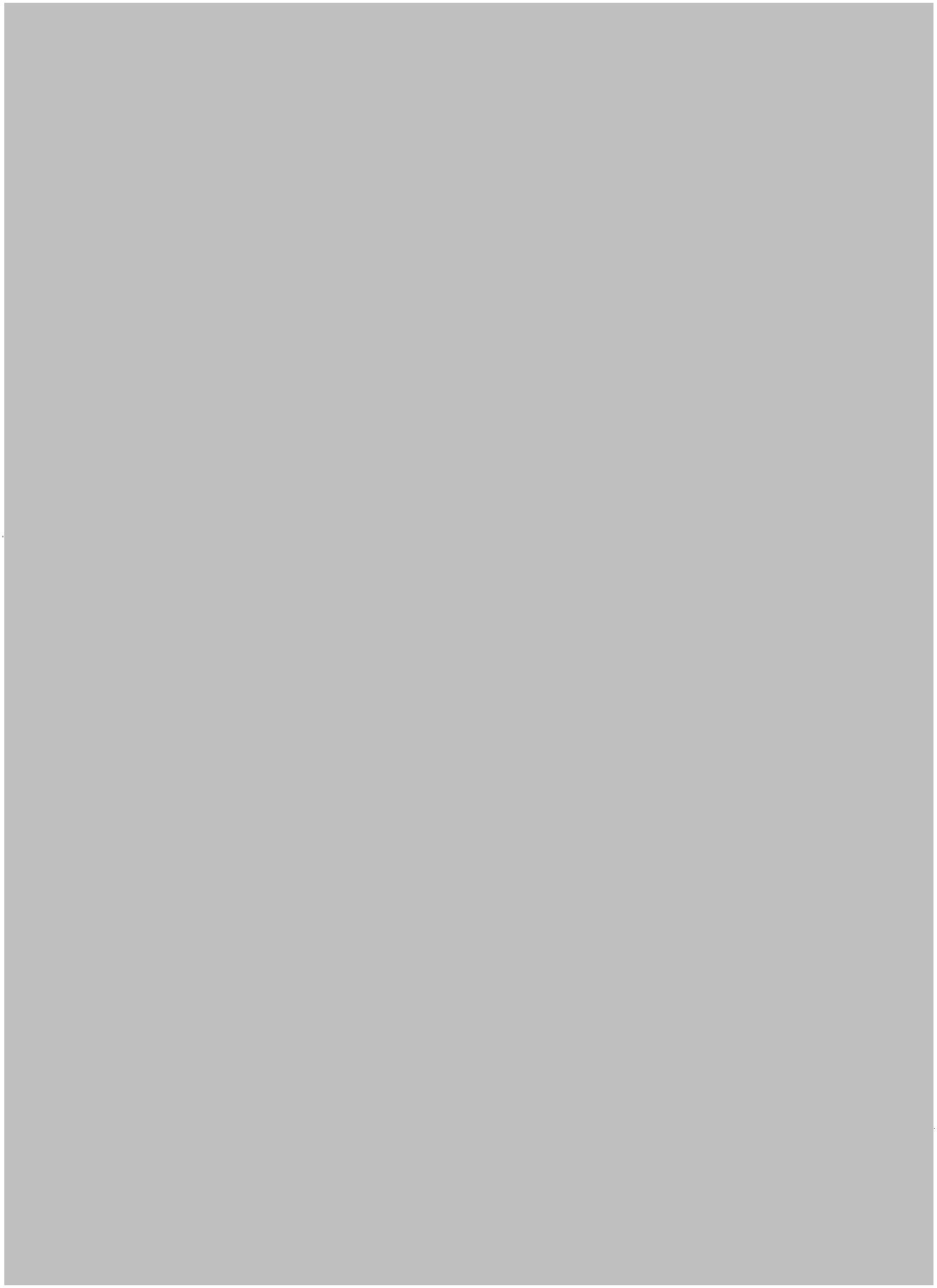

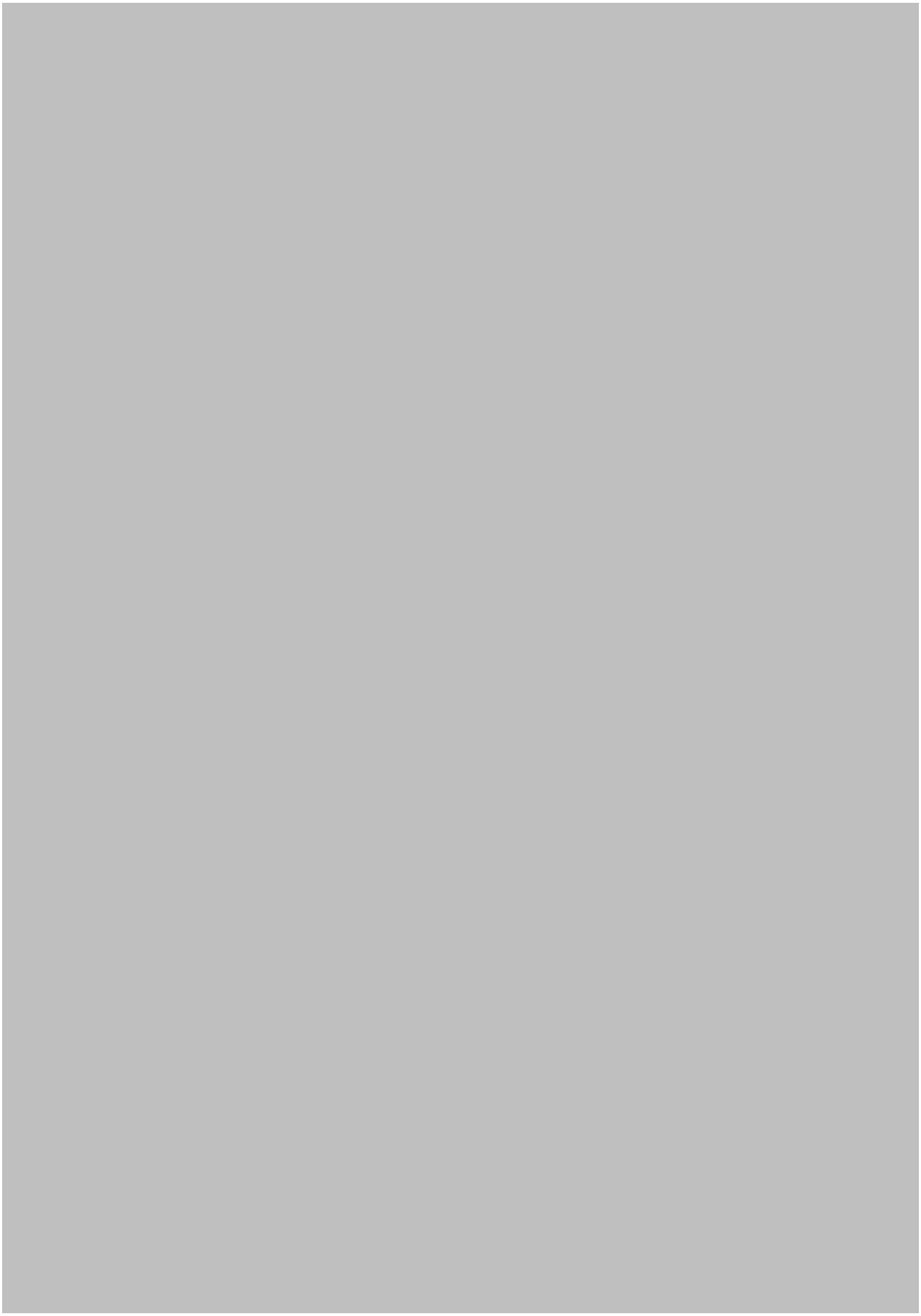

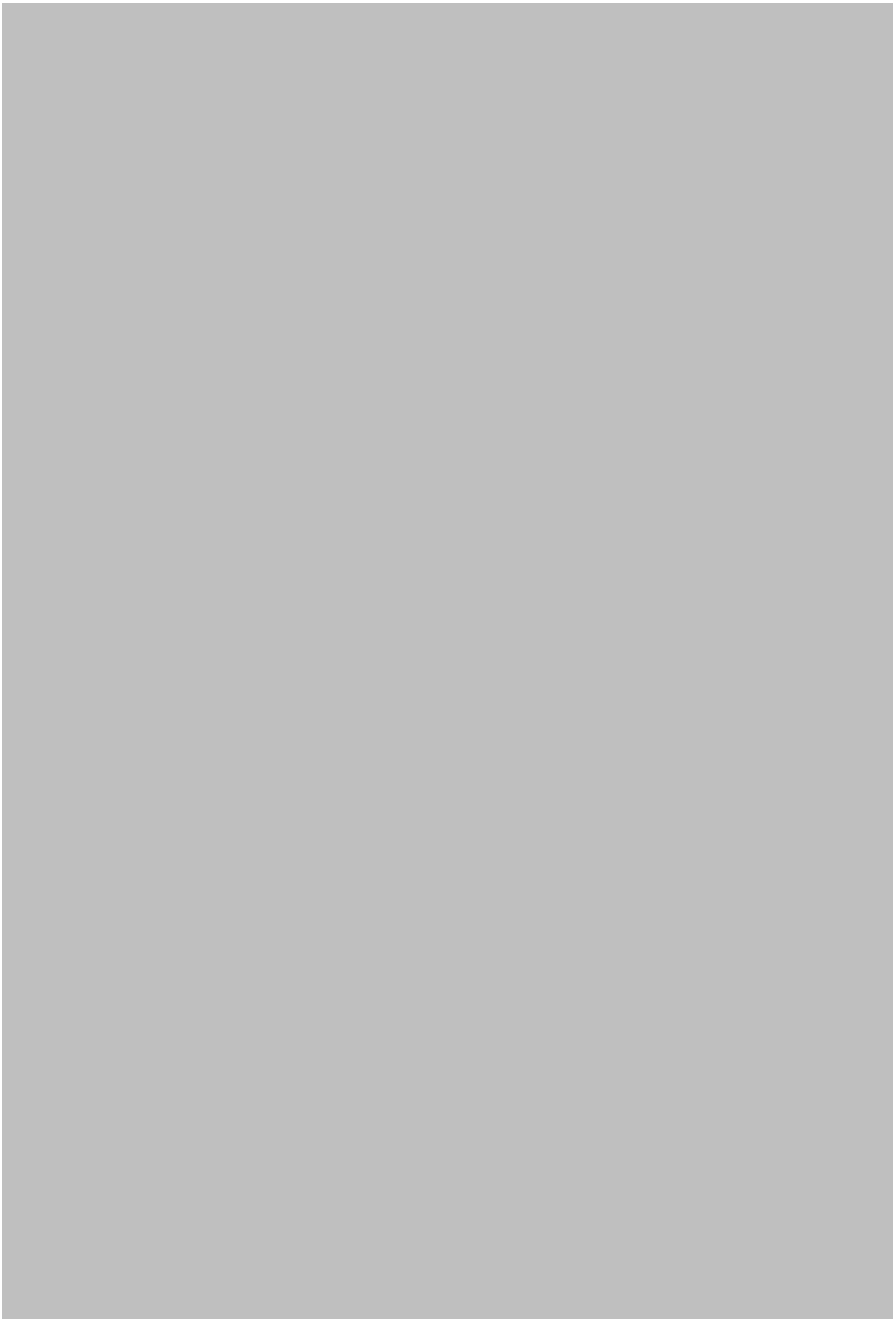

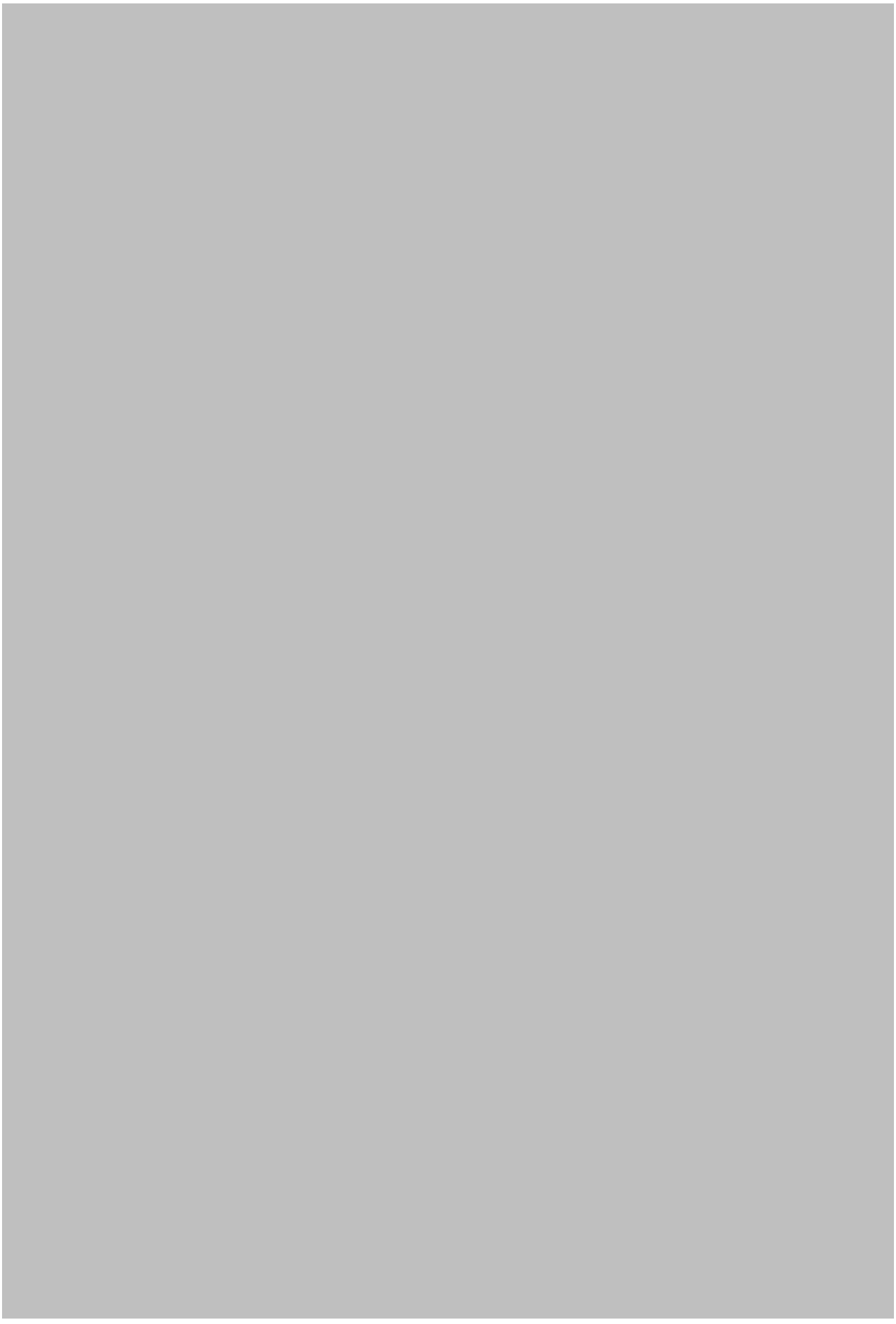

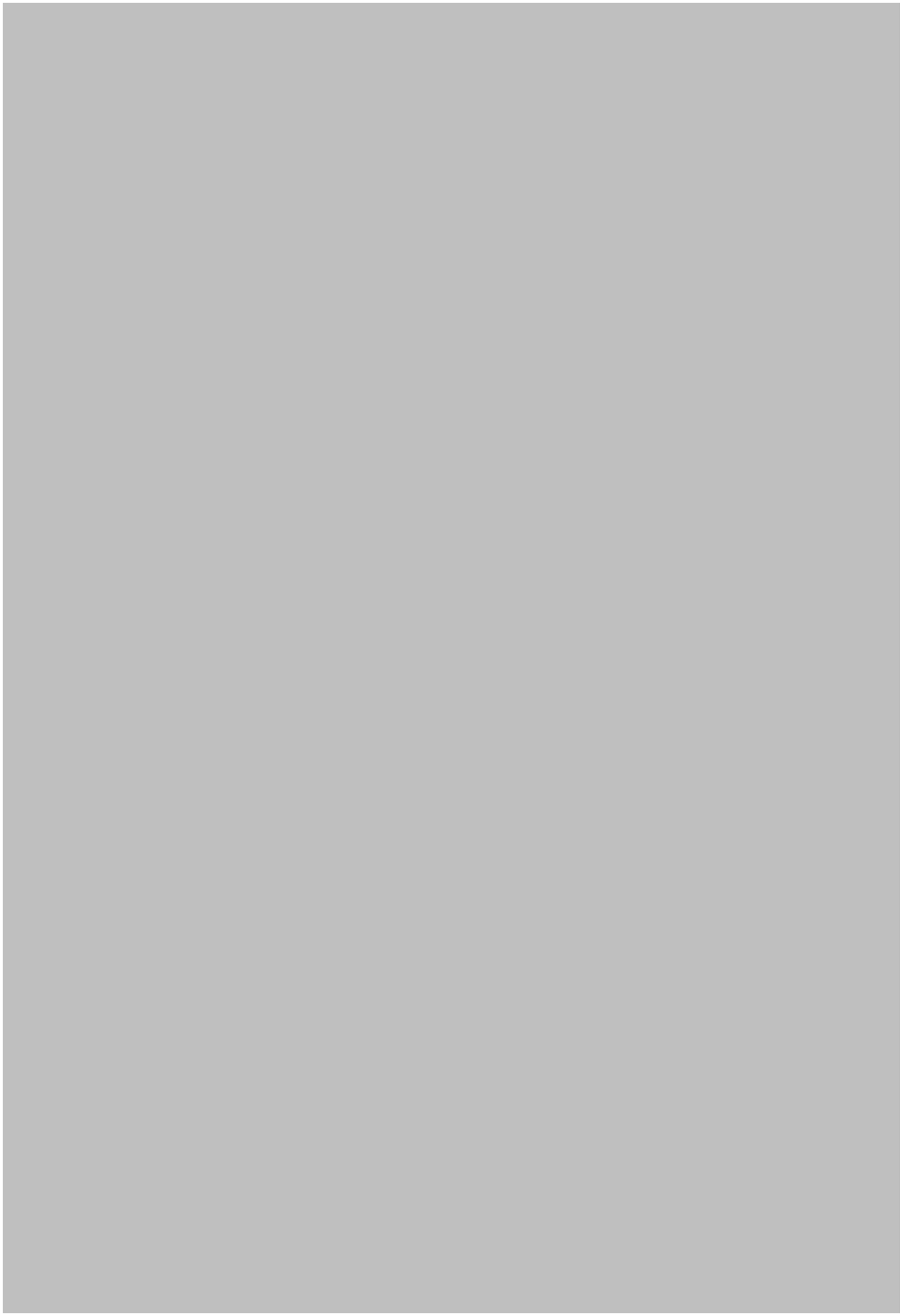

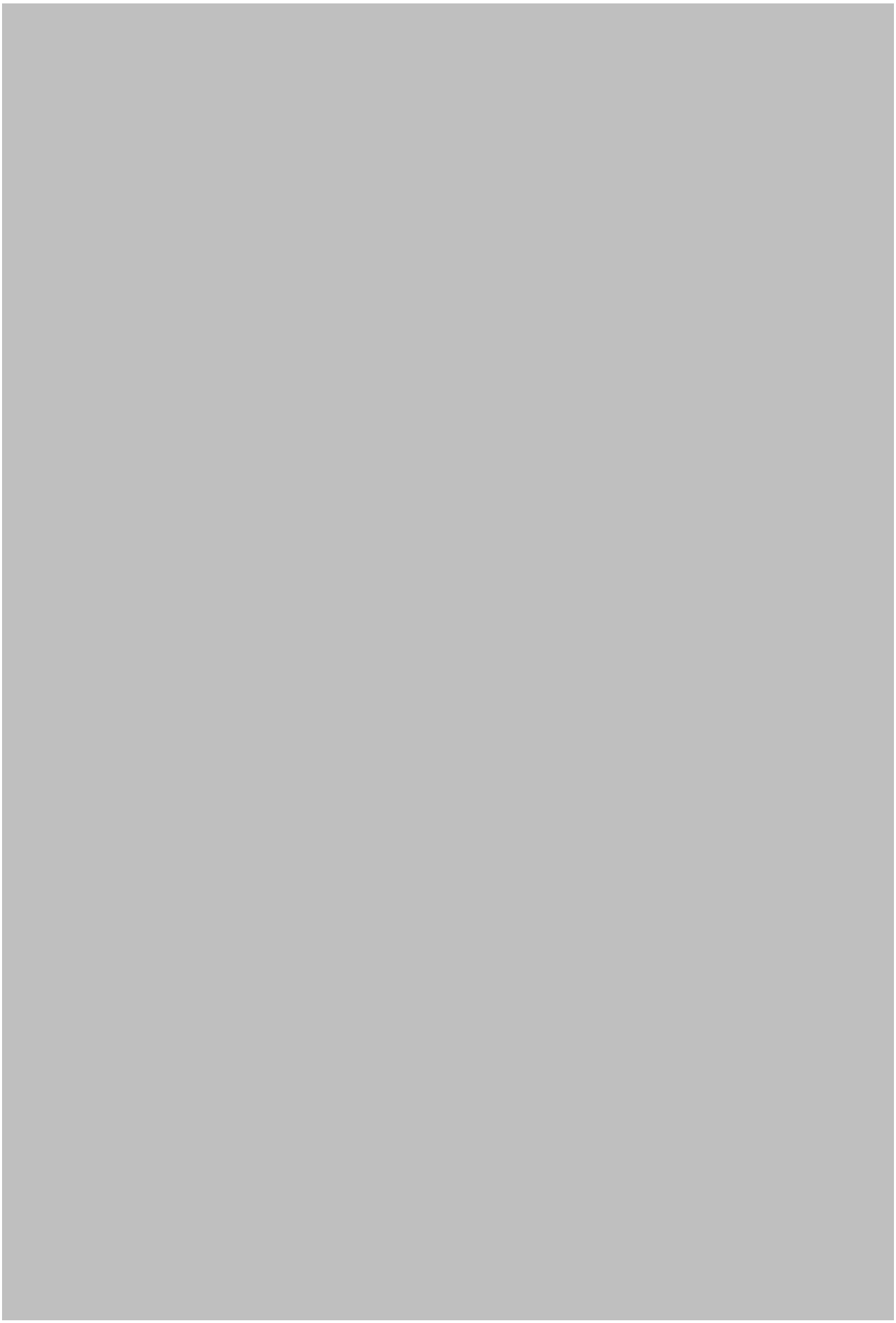

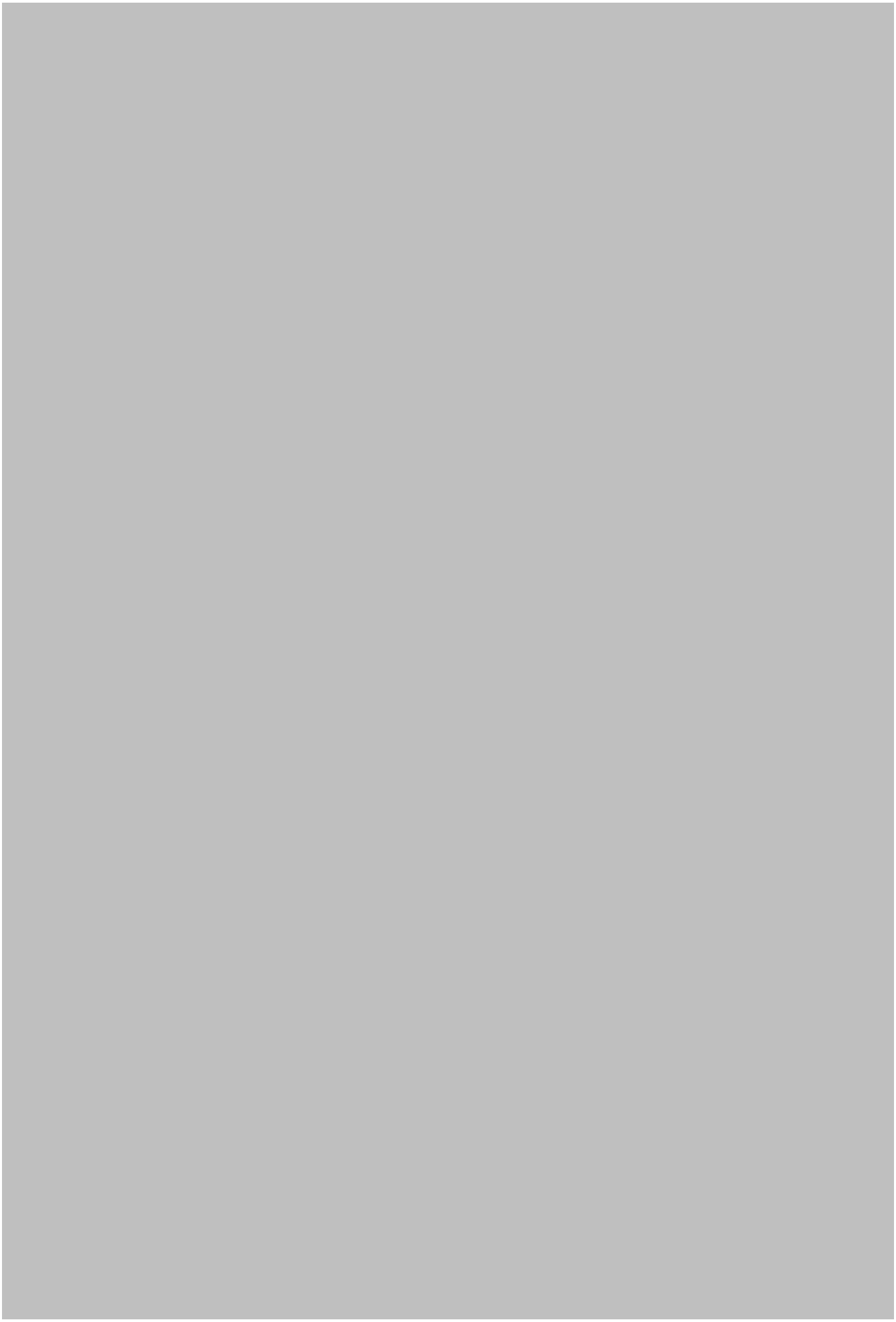

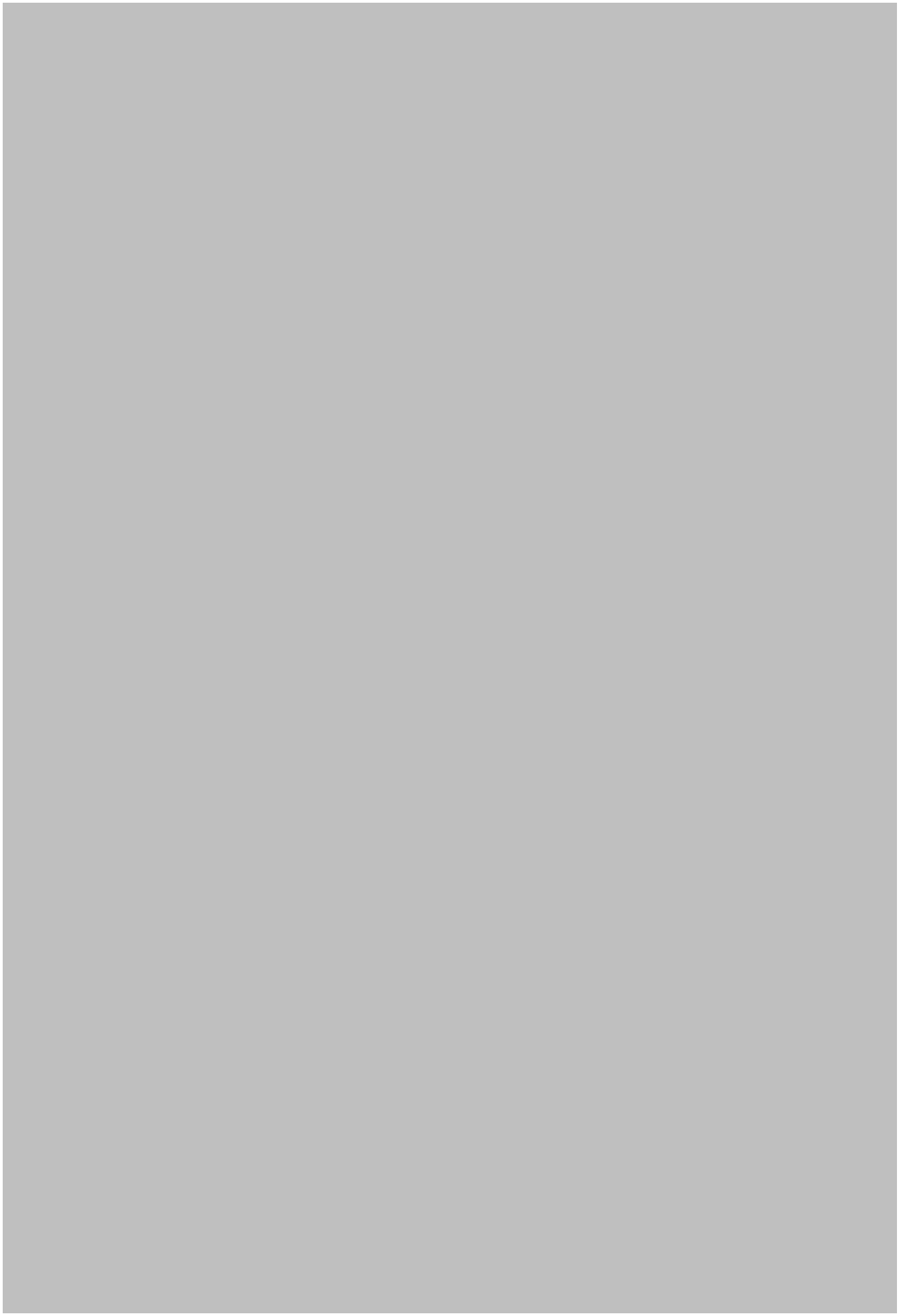

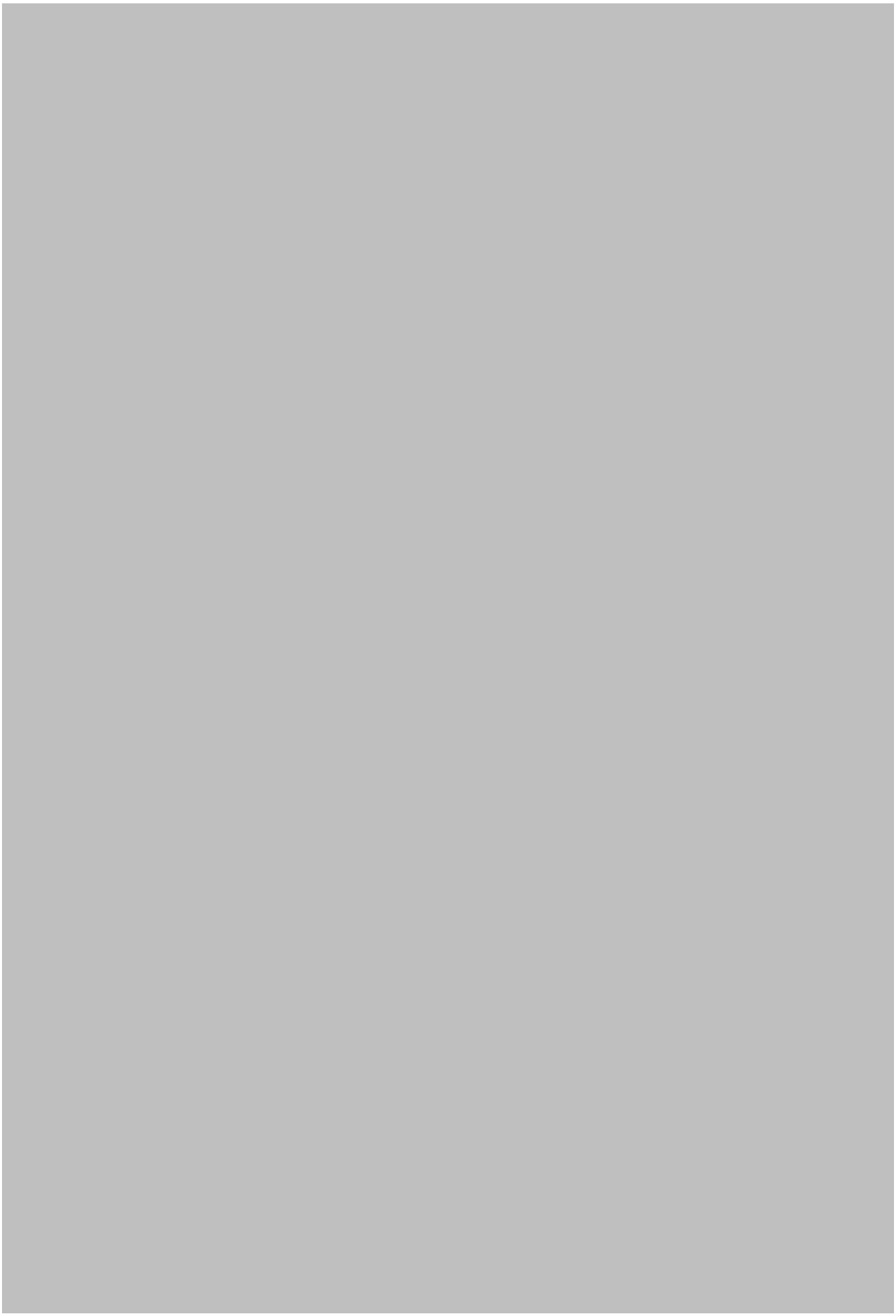

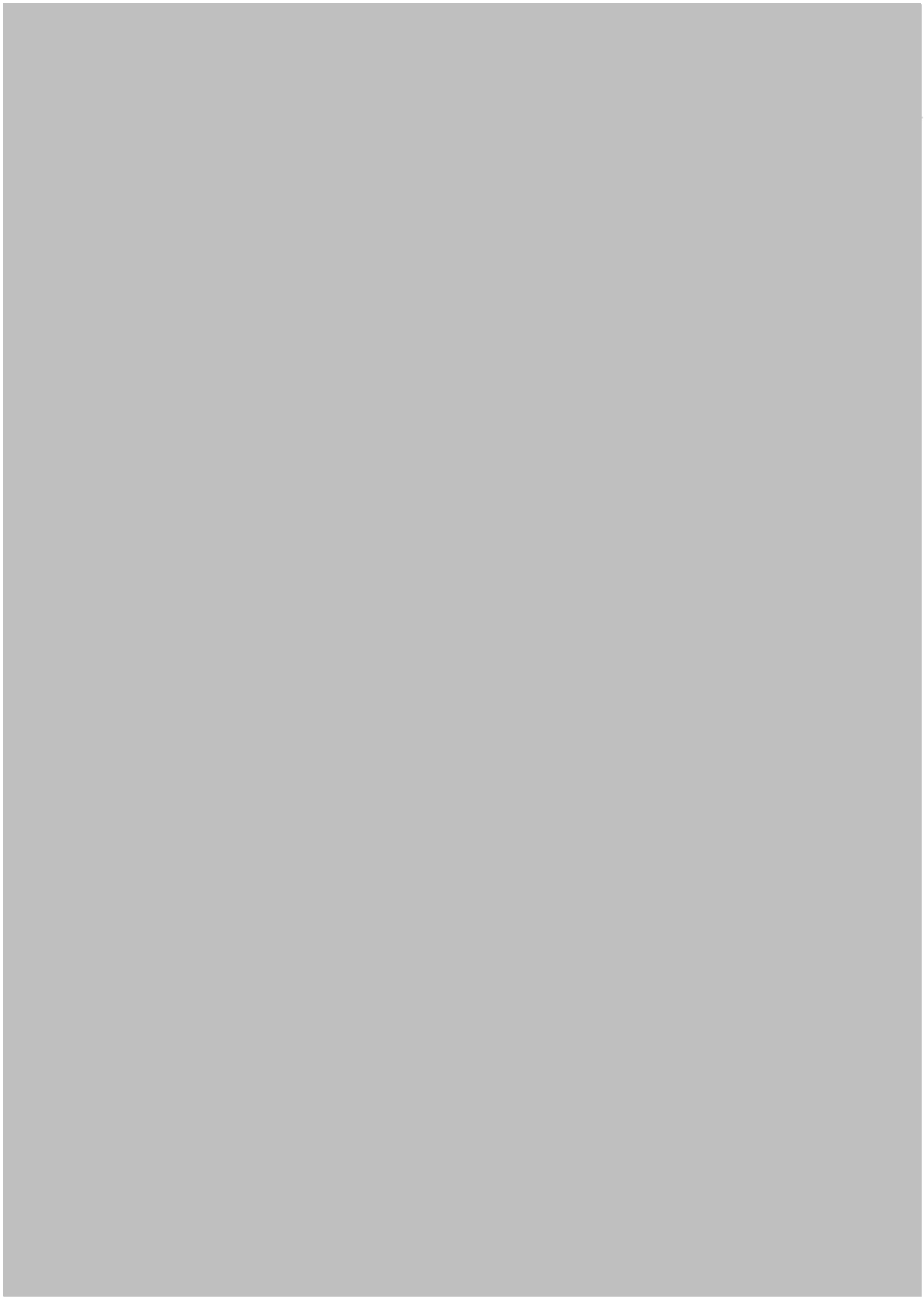

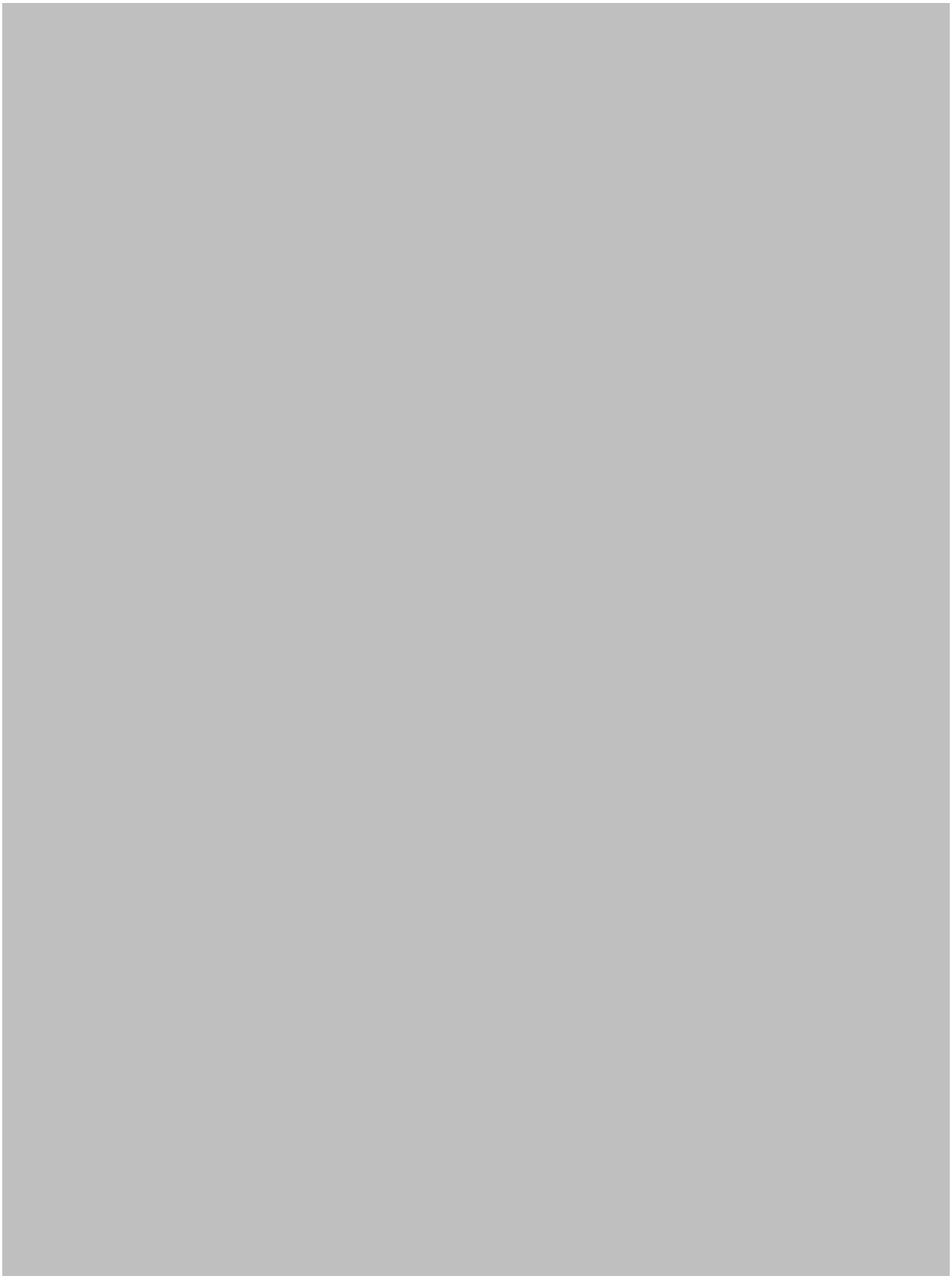

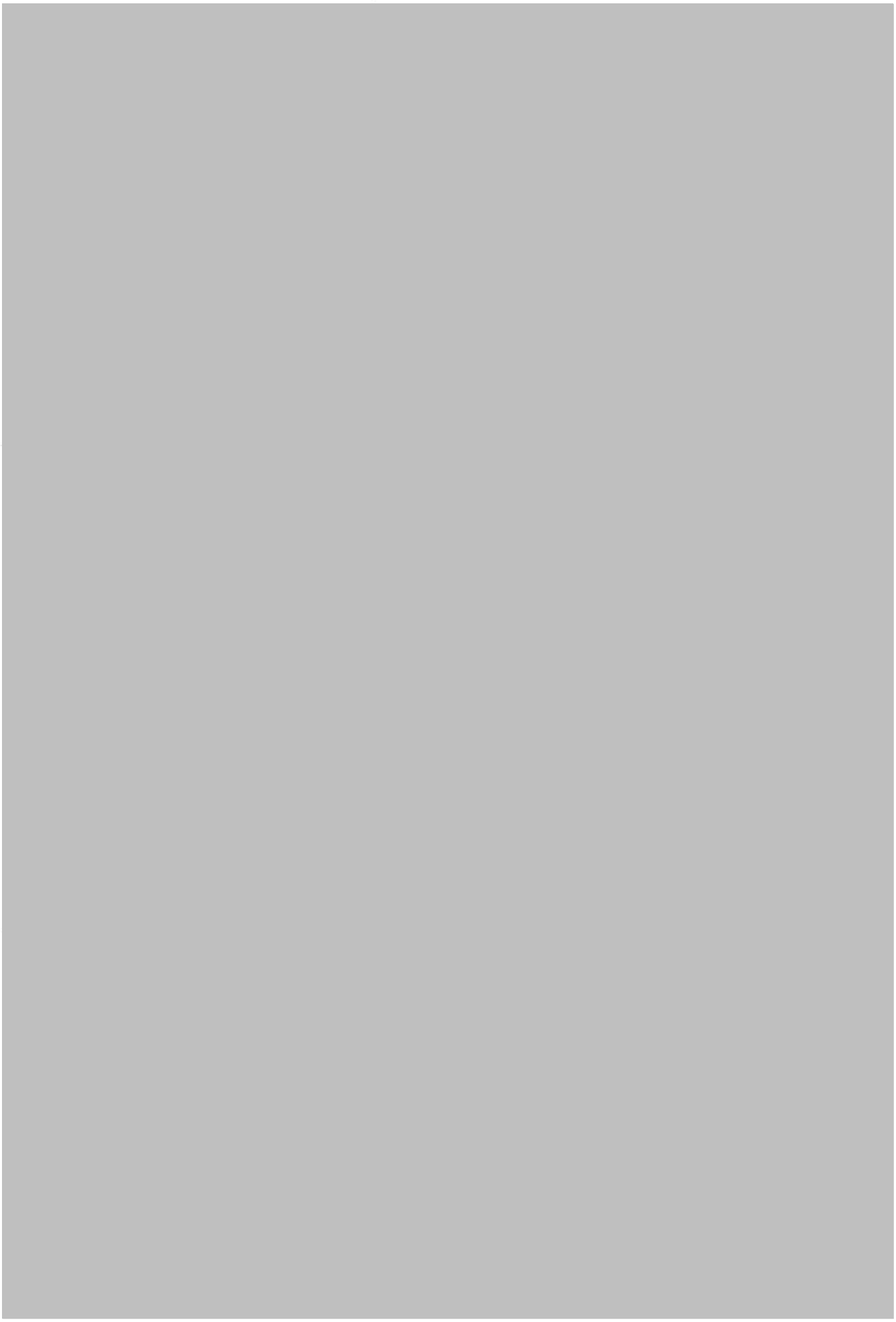

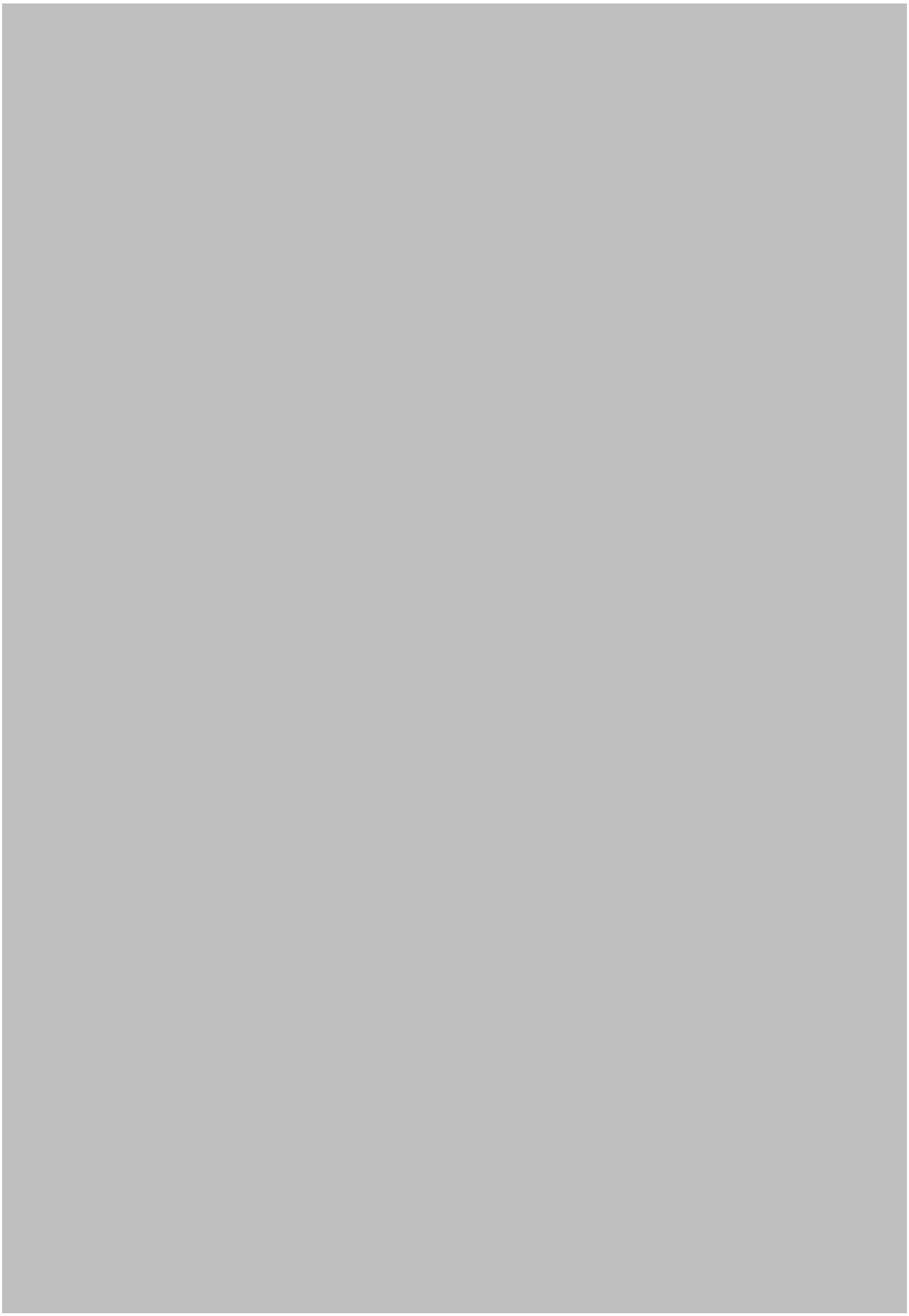

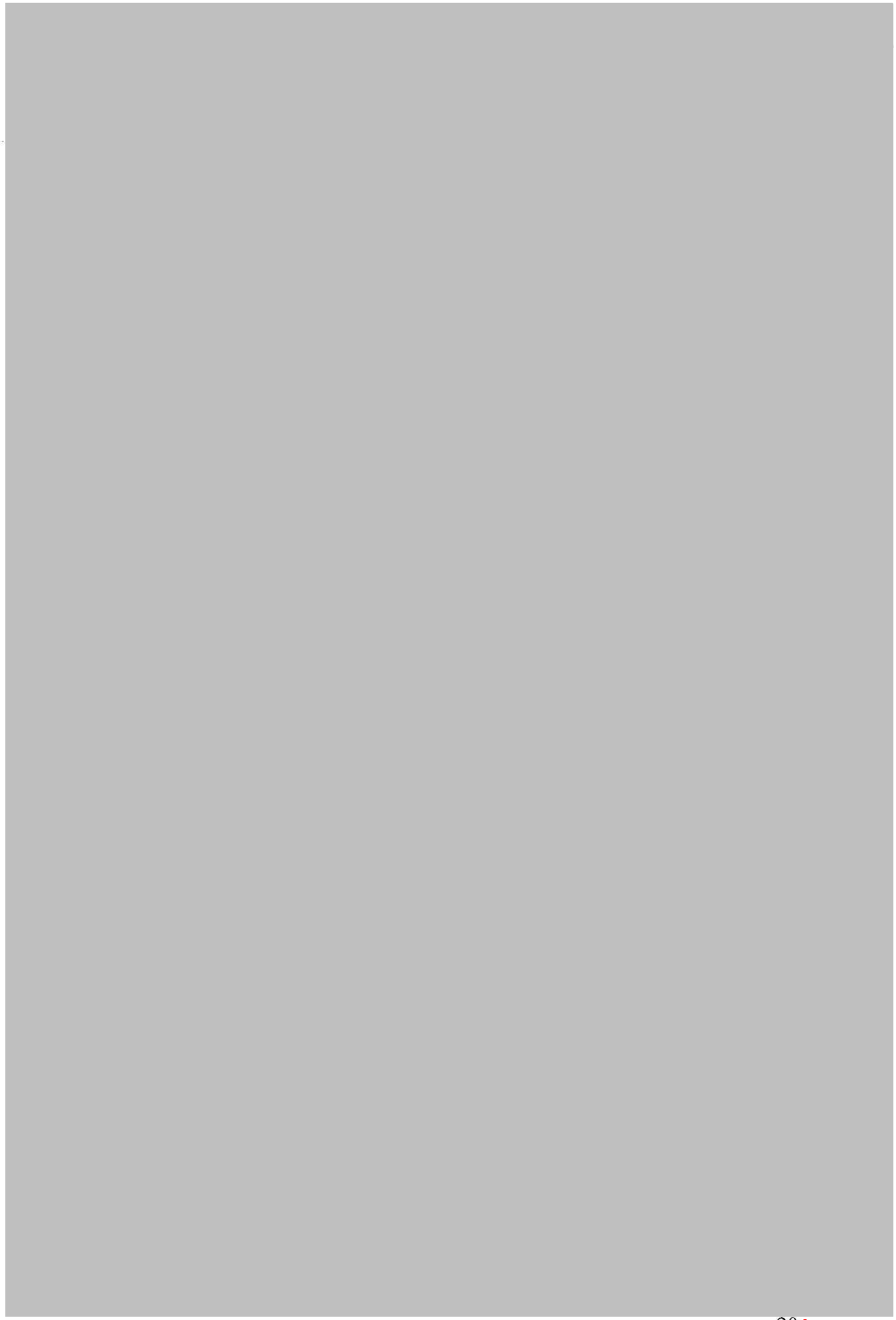

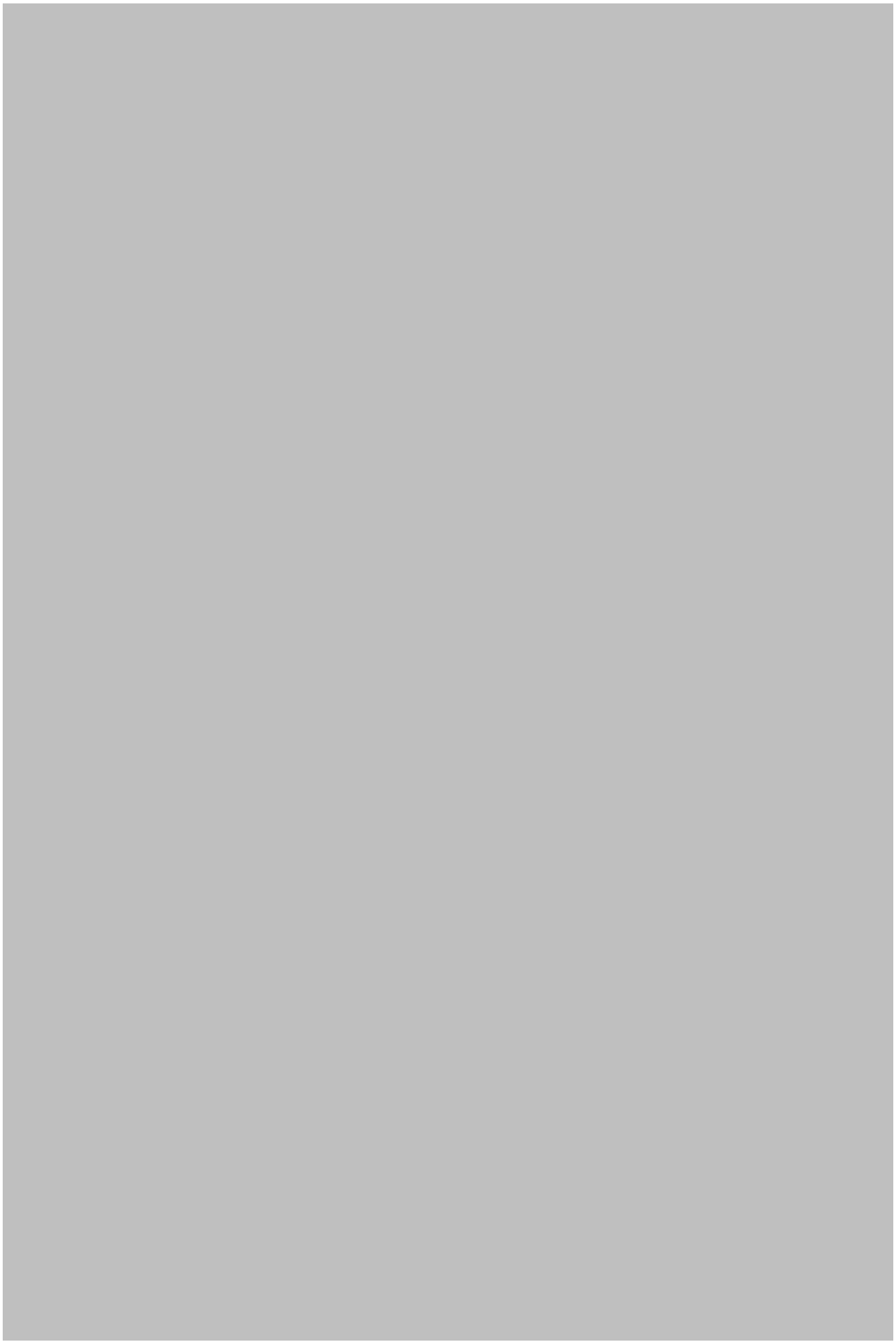

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ACT Government

Access Canberra.

Forwarded By: Senior Director, Non-government Education Regulation - lynda.tooth@act.gov.au

Incident Reference # [redacted]

Subject: concern re Brindabella
Date Created: 10/07/2019 09.46 AM

Note By (Senior Director, Non-government Education Regulation) (15/07/2019 02.36 PM)
Phoned [redacted]

[redacted]

Wanting to understand [redacted] avenues because [redacted] has noticed parents are talking about leaving or have left; and p&f leadership have resigned; and the implications of section 75 of the Act which references partnership between home and school.

We spoke about avenues for progressing concerns.

I advised that a letter of complaint to the board would have to be handled under legislation; and concerns with the governance of a school could be raised with ASIC or ACNC.

I provided the reference number of this incident per chance [redacted] wishes to speak again.

LT

Note By (Senior Director, Non-government Education Regulation) (11/07/2019 09.14 AM)
[redacted]
Rang provided number, voice mail indicated a surname [redacted]

Invited a return phone call.

LT
Note By (Assistant Director, Families & Students, Complaints & Feedback Unit/Enquiries Ma) (10/07/2019 09.46 AM)
Call from [redacted] Stated [redacted] was concerned about:

- lots of teachers leaving
- lots of families leaving;
- bullying by [redacted]
- et al.

I briefly explained EDU role and said I would pass [redacted] details on to Manager NGS.

KA

Additional Incident Details

Status: Resolved
Category: Liaison Unit
Type of Correspondence: Complaint
Street:
Suburb:
Postal Code:

If this is not for you/your area please forward this email to accessCBR@act.gov.au to advise that it is not the correct area. The correspondence can then be re-directed appropriately.

DOCUMENT 10

Meeting - BCC issues July 2019 - Tuesday 16 July 3.30 Level 6 Meeting Room
David Matthew, Danielle Krajina and Lynda Tooth

BCC = Brindabella Christian College
BCEL = Brindabella Christian Education Limited (Proprietor)

Background

BCC was founded in the ACT in about 1980 and is registered until 31 December 2023. In 2019 BCEL applied in 2019 for in-principle approval to expand its operations at its Charnwood campus to include years 7 and 8.

BCC operates for a site originally leased from the ACT government by the Uniting Church Trust. The site's lease was transferred to BCE on 2002. It is understood that this transfer was because the original school spilt had in two - forming BCC and Emmaus Christian School.

As part of the 2018 registration renewal process Corporate scored assessed BCEL/BCC as having an indicative risk rating of B+ (a moderate level of risk) and stated in expected that the school would be able to continue operations in the short to medium term.; and the CFO endorsed this assessment. This assessment was based on 2015 – 2017 financial statements provided by BCC.

In 2018 following a number of complaints about BCEL's complaints handling an Authorised Person undertook an investigation.

Issues

During term 2 2019 a growing number of community members (understood to be parents and staff of BCC) have contacted EDU regarding concerns relating to:

- the school's finances
- what should happen to the property and the school if the proprietor closed the school
- the number of students reportedly leaving the school
- board (proprietor) constitution – allows a small group of 5 to run the school without transparency
- appointment of a [redacted] without WWVP check.

Legislation / Deed of Grant

Sn 95– Minister may direct the Registrar t cancel registration if satisfied that a condition of registration or another part of the Act has been contravened; e.g.

- Non-government schools (NGS) are required to be financially viable (Sn 91 of the Act)
- NGS are required to use the Student Transfer Register to record student comings and goings (Sn 146A)
- Principals of NGS must make available information about the school's programs, policies, and operations (Sn 80).

Sn 101 – the principal of a NGS commits an offence if the director general or an authorised person asks the principal for information about school enrolments.

Sn 125 – an authorised person who enters a NGS under Sn 122 may inspect the school or anything in it.

Sn 7 Deed of Grant – to audit a recipient's compliance with the Deed, the Territory may ... inspect the records kept by the recipient and the progress of the Grant program.

From: [redacted]
To: Tooth, Lynda
Subject: Email access
Date: Sunday, 21 July 2019 9:22:41 PM

Hi Lynda

[redacted] On Friday afternoon the Board, with no warning and as yet still no notification, ceased my access to all emails and any documents. [redacted] The [redacted] is reading through every email, both ones current and all my inbox.

Thank you for your understanding.

[redacted]

From: [redacted]
To: Tooth, Lynda
Subject: update
Date: Monday, 22 July 2019 8:41:34 AM

Hi Lynda

[redacted]

Regards

[redacted]

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Whyte, Charmaine

From: Sloane, Brenton
Sent: Wednesday, 31 July 2019 11:27 AM
To: Tooth, Lynda
Cc: Doman, Claudia; EDU Media
Subject: FW: Brindabella Christian College - story this week
Attachments: BCC-Board-Letter.pdf

UNCLASSIFIED For-Official-Use-Only

Hello Lynda,

Please see below an email we have received from [redacted] regarding Brindabella Christian College and our role re: registration.

Is your team able to start pulling together some information to allow us to answer the questions [redacted] has asked here?

Thanks in advance for your help.

Cheers,

Brenton Sloane | Assistant Director
Media and Communications | Education | ACT Government
P: (02) 6205 4196| M: 0431 252 698 | E: brenton.sloane@act.gov.au
Level 6, 220 Northbourne Avenue | GPO Box 158 Canberra ACT 2601
www.education.act.gov.au | Facebook | Twitter | Instagram | LinkedIn

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From: Hunter, Ian <Ian.Hunter@act.gov.au> **On Behalf Of** EDU Media
Sent: Wednesday, 31 July 2019 11:17 AM
To: Sloane, Brenton <Brenton.Sloane@act.gov.au>; Doman, Claudia <Claudia.Doman@act.gov.au>; Gange, Carly <Carly.Gange@act.gov.au>; Jaques, Alison <Alison.Jaques@act.gov.au>
Subject: FW: [redacted] - story this week

UNCLASSIFIED For-Official-Use-Only

From: [redacted]
Sent: Wednesday, 31 July 2019 9:53 AM
To: EDU Media <EDU.Media@act.gov.au>; Cursley, Megan <Megan.Cursley@act.gov.au>
Subject: Brindabella Christian College - story this week

Hi all,

[redacted] digging into concerns about financial management and governance at Brindabella Christian College [redacted] story here but currently looking into more than what [redacted] reported so far:

https://www.canberratimes.com.au/story/6287807/principal-quits-amid-standoff-between-school-board-and-parents/)

- I know the college recently scraped through registration because of issues around meeting the necessary hours for Year 11 and 12. What is it's registration status at the moment? Did any other issues come up? i.e finances, staffing qualifications etc.
- Do registration panels look explicitly at finances/debts and spending of government funding/grants etc? What about staffing levels?
- I understand the ACT government queried a new staff member coming in at the school's charnwood [redacted]) without a WWVP card. What happened in this case? Was the government investigated/checked WWVP cards across the school recently?
- Is the directorate or the minister is looking into the concerns that have since been raised by parents and staff at Brindabella - who allege a culture of bullying, intimidation and financial mismanagement. (Letter from parents sent to the directorate and Minister Berry, as well as Dan Tehan attached which touches on some of this but not all) Have any of these concerns been looked at or are being looked at by the government? (Enviro directorate spoke [redacted] yesterday re the conflict of interest concerns about the school's $25k ACT solar grant and planning regulation issues so wondering about the other concerns)
- I'm guessing the government doesn't have a whole lot to do with this but is there a threshold where the minister can step in and say suspend registration or make a directive on the school? Has this ever happened in the past in the ACT?
- Under the education act, it says non-government schools must "consult parents of students at the school about the operation of the school, including its educational programs and policies". Wondering if this includes providing information on the school's finances and spending if requested?

Looking to file another story later this week - will call you guys before then to keep you in the loop and give you the gist of what it is.

Hope you're all well.

Best,

[redacted]

To the Directors of the Board of BCEL

cc
Federal Minister for Education
ACT Minister of Education
ACT Education Directorate
Christian Schools Australia
BCC Parents and Friends

NOTIFICATION OF CONCERNS RELATING TO THE OPERATIONS OF THE BOARD

You will be aware that parents have over a significant period of time raised questions about the opacity of the BCC Board and the suspected role of the Board in relation to the substantial exodus of professional teaching staff, students and families.

The concerns from parents, families and former teachers are numerous. There are allegations that the Board operates in an inherently secretive but executive manner, and is primarily involved in the actual day to day operations of the School without adequate accountability or oversight.

Some of these concerns give rise to questions of impropriety in decision making and conflicts of interest. There are also questions that the Board, or individual Directors, have acted in an intimidating manner to staff and undermine confidence in their ability as teaching professionals to make independent decisions in regards to day-to-day school activities. This is contrary to good practice and enabling the professional education staff of the School Executive (lead by the Principal) to manage the School operations.

Conflicts of Interest and Transparency

Directors of course owe a number of fiduciary duties to the company. At a minimum, this requires Directors to act in the company's best interests. Directors are also required to act with reasonable care and diligence, including avoiding conflicts of interest. In this regard, Directors must not place themselves in a position where there is an actual or a real possibility of conflict of interest. The recent appointment by the Board of the (albeit temporary) [redacted] of BCC, raises alarm. The CFO has significant control and/or ownership in [redacted], the business contracted by BCC to provide [redacted] to the school and its families. [redacted] directly profits from parents and carers by (largely exclusively) supplying [redacted] and services to students. The links between [redacted], the [redacted] and the Board raise serious questions about propriety, transparency and conflicts of interest.

Similar questions of transparency remain in relation to the Board's engagement of contractors more generally as well as inappropriate and judicious decision-making in relation to planning and development activities at the school. This includes, for example, the Board allegedly knowingly pursuing development works on-site in Lyneham in contravention of ACT planning regulations.

The Board has also effectively forced the collapse of BCCs Parents and Friends (P&F) association and a related Facebook page. Of note, the Board has threatened legal action in relation to what would otherwise be considered to be reasonable commentary by concerned parents seeking answers to questionable activities at the School, including the significant recent resignation of staff and now the principal.

Notwithstanding ample opportunities over many months and years, at no stage has the Board made efforts to address the many questions that remain.

What is being sought

Taken as a whole, the alleged conduct of the Board is considered to undermine the ability of the company to deliver its objectives as set out in the Constitution, including, *inter alia*, to provide an education of high academic standards. It is the cumulation of such concerns outlined above that appears to have directly contributed to the significant exodus of professional teaching staff as well as families and students in recent months. There is also a real apprehension that such matters have irreparably damaged BCC's reputation and, moreover, its ability to continue to the deliver a high standard of education to students. If this exodus of staff and students were to continue, BCEL may no longer remain a financially sustainable company. The parents of BCC do not want to see this outcome.

To address these issues, the parents of BCC seek the following:

1. **Within 14 days of the date of this letter**, the Board meets directly with representatives of parents and families to provide direct, transparent and evidence-based answers to the many questions being raised. Such a meeting would involve an independent mediator. In this regard, we note the Board has not previously been willing to meet or provide reasonable explanations to any questions raised over many months.
2. **An immediate independent review of the BCEL (including BCC) Governance,** its activities and its role in the administration and functioning of the School, with full cooperation and access to business records. Such a Review would include consideration of the role and appointment of Company Members, the Board including in relation to the day-to-day operations of the School, the independence of teaching professionals including the Principal, the engagement of contractors by the Board, and any association with the Board to the significant loss of professional teaching staff and students over the past 12 months. Such a review would be arranged and funded separately from the Board and BCC.

Inaction in relation to this matter will escalate to consideration of further remedies.

Should you wish to discuss any aspect of this, we ask that you contact [redacted]

Your sincerely

Parents and Friends of BCC

This document is not released in accordance with Section 17 of the *Freedom of Information Act 2016,* Schedule 2.2(a)(xvi).

From: Sloane, Brenton
To: EDU Media
Subject: Fw: FYI only: Brindabella Christian College - story this week
Date: Thursday, 25 June 2020 10:53:56 AM

From: Brighton, Meg <Meg.Brighton@act gov au>
Sent: Wednesday, 31 July 2019 18:08
To: Krajina, Danielle <Danielle.Krajina@act.gov.au>
Cc: EDU, EDBSD <EDBSD.EDU@act gov au>; DGEDUoffice <DGEDUoffice@act gov.au>; Sloane, Brenton <Brenton.Sloane@act.gov.au>; Doman, Claudia <Claudia.Doman@act.gov.au>; Matthews, David <David.Matthews@act.gov.au>
Subject: RE: FYI only: Brindabella Christian College - story this week

UNCLASSIFIED For-Official-Use-Only

Dear Danielle
Please can you ensure the Mins office is provided with the letter and that we prepare a response. I think we should contact the authors of the letter – can you and David discuss and provide me with you advice as to way forward to support resolution of the conflict.
Regards
Meg

Meg Brighton | 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

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From: Doman, Claudia <Claudia.Doman@act gov au>
Sent: Wednesday, 31 July 2019 5:59 PM
To: Brighton, Meg <Meg.Brighton@act.gov.au>; Krajina, Danielle <Danielle.Krajina@act gov au>; Matthews, David <David.Matthews@act.gov.au>
Cc: EDU, EDBSD <EDBSD.EDU@act gov au>; DGEDUoffice <DGEDUoffice@act gov.au>; Sloane, Brenton <Brenton.Sloane@act.gov.au>
Subject: RE: FYI only: Brindabella Christian College - story this week

UNCLASSIFIED For-Official-Use-Only

Hi Meg,
I don't know if we have received the letter.
Danielle – do you know if the Non-Government Education area or Families and Students have received it?
Thanks,
Claudia

Claudia Doman |Senior Director
Media and Communications | Education | ACT Government
Phone: +61 2 6205 0837| Mobile: 0466 721 421 |Email: claudia doman@act gov au
Level 6 220 Northbourne Avenue | GPO Box 158 Canberra ACT 2601
www education act gov au | Facebook | Twitter | Instagram | LinkedIn

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From: Brighton, Meg <Meg.Brighton@act gov au>
Sent: Wednesday, 31 July 2019 5:37 PM
To: Doman, Claudia <Claudia.Doman@act.gov.au>; Krajina, Danielle <Danielle.Krajina@act.gov.au>; Matthews, David <David.Matthews@act gov.au>
Cc: EDU, EDBSD <EDBSD.EDU@act gov au>; DGEDUoffice <DGEDUoffice@act gov au>; Sloane, Brenton <Brenton.Sloane@act.gov.au>
Subject: RE: FYI only: Brindabella Christian College - story this week

UNCLASSIFIED For-Official-Use-Only

Hi
Thank you for this. I note the letter is addressed to a number of people including the Education Directorate – has it arrived with us?
Regards
Meg

Meg Brighton | 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

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From: Doman, Claudia <Claudia.Doman@act gov au>
Sent: Wednesday, 31 July 2019 12:48 PM
To: Krajina, Danielle <Danielle.Krajina@act.gov.au>; Matthews, David <David.Matthews@act gov au>
Cc: EDU, EDBSD <EDBSD.EDU@act gov au>; DGEDUoffice <DGEDUoffice@act gov au>; Sloane, Brenton <Brenton.Sloane@act.gov.au>
Subject: FYI only: Brindabella Christian College - story this week

UNCLASSIFIED For-Official-Use-Only

Hi all,
Just a heads up regarding this story.
We are looking into it and seeing what we can provide.
We'll keep you posted.
Claudia

From: Hunter, Ian <Ian.Hunter@act.gov.au> **On Behalf Of** EDU Media
Sent: Wednesday, 31 July 2019 11:17 AM
To: Sloane, Brenton <Brenton.Sloane@act.gov.au>; Doman, Claudia <Claudia.Doman@act gov au>; Gange, Carly <Carly.Gange@act.gov.au>; Jaques, Alison <Alison Jaques@act.gov.au>
Subject: FW: Brindabella Christian College - story this week

UNCLASSIFIED For-Official-Use-Only

From [redacted]
Sent: Wednesday, 31 July 2019 9:53 AM
To: EDU Media <EDU.Media@act gov au>; Cursley, Megan <Megan.Cursley@act.gov.au>
Subject: Brindabella Christian College - story this week
Hi all,

[redacted] digging into concerns about financial management and governance at Brindabella Christian College [redacted] story here but currently looking into more than wha [redacted] reported so far:
https://www canberratimes.com.au/story/6287807/principal-quits-amid-standoff-between-school-board-and-parents/)

- I know the college recently scraped through registration because of issues around meeting the necessary hours for Year 11 and 12. What is it's registration status at the moment? Did any other issues come up? i.e finances, staffing qualifications etc.
- Do registration panels look explicitly at finances/debts and spending of government funding/grants etc? What about staffing levels?
- I understand the ACT government queried a new staff member coming in at the school's [redacted] campus [redacted] without a WWVP card.

What happened in this case? Was the government investigated/checked WWVP cards across the school recently?

- Is the directorate or the minister is looking into the concerns that have since been raised by parents and staff at Brindabella - who allege a culture of bullying, intimidation and financial mismanagement. (Letter from parents sent to the directorate and Minister Berry, as well as Dan Tehan attached which touches on some of this but not all) Have any of these concerns been looked at or are being looked at by the government? (Enviro directorate spoke to me yesterday re the conflict of interest concerns about the school's $25k ACT solar grant and planning regulation issues so wondering about the other concerns)
- I'm guessing the government doesn't have a whole lot to do with this but is there a threshold where the minister can step in and say suspend registration or make a directive on the school? Has this ever happened in the past in the ACT?
- Under the education act, it says non-government schools must "consult parents of students at the school about the operation of the school, including its educational programs and policies". Wondering if this includes providing information on the school's finances and spending if requested?

Looking to file another story later this week - will call you guys before then to keep you in the loop and give you the gist of what it is.
Hope you're all well.

Best,

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From: Sloane, Brenton
To: Pedley, Amy
Cc: EDU Media
Subject: FW: Brindabella Christian College - story this week
Date: Friday, 2 August 2019 9:35:25 AM

UNCLASSIFIED For-Official-Use-Only

Hi Amy,
As discussed, please find below the response that was sent through last night.
Cheers,

Brenton Sloane | Assistant Director
Media and Communications | Education | ACT Government
P: (02) 6205 4196| M: 0431 252 698 | E: brenton.sloane@act.gov.au
Level 6, 220 Northbourne Avenue | GPO Box 158 Canberra ACT 2601
www.education.act.gov.au | Facebook | Twitter | Instagram | LinkedIn

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From: Sloane, Brenton
Sent: Thursday, 1 August 2019 6:16 PM
To [redacted]
Cc: EDU Media <EDU.Media@act.gov.au>
Subject: Brindabella Christian College - story this week

UNCLASSIFIED For-Official-Use-Only

Hello [redacted]
Apologies for the delay in responding to you on this. Please attribute the following responses to an Education Directorate spokesperson:
I know the college recently scraped through registration because of issues around meeting the necessary hours for Year 11 and 12. What is it's registration status at the moment? Did any other issues come up? i.e finances, staffing qualifications etc.
In 2018 a registration panel reviewed Brindabella Christian College's compliance with the conditions of registration as listed in Section 91 of the *Education Act 2004*. The registration panel was satisfied that the school was compliant with the conditions of registration, with the exception of mandatory hours of student for Years 11 and 12. Once the school rectified this issue, the school was registered for Kindergarten – Year 12 at its Lyneham Campus and Kindergarten – Year 6 at its Charnwood campus until 31 December 2023.
Do registration panels look explicitly at finances/debts and spending of government funding/grants etc? What about staffing levels?
Yes. As part of the registration process the Directorate engages an external expert to conduct an advanced financial assessment of the school. This assessment provides a credit rating for the school, a risk analysis and a financial viability assessment. This assessment was considered as part of the decision to register Brindabella Christian College.
I understand the ACT government queried a new staff member coming in at the school's [redacted] campus [redacted] without a WWVP card. What happened in this case? Was the government investigated/checked WWVP cards across the school recently?
When the directorate, or in fact any employer, is provided information that suggests there has been a breach of the *Working with Vulnerable People (Background Checking) Act 2011 (WWVP)* it is required to report that information to Access Canberra. The Directorate routinely provides information to Access Canberra where a suspected breach may have occurred.
It is then the responsibility of Access Canberra to consider any information provided to them. However, in line with Section 65 of the *Working with Vulnerable People (Background Checking) Act 2011*, Access Canberra cannot provide information on specific applicants or any individual matters.
Is the directorate or the minister is looking into the concerns that have since been raised by parents and staff at Brindabella - who allege a culture of bullying, intimidation and financial mismanagement. (Letter from parents sent to the directorate and Minister Berry, as well as Dan Tehan attached which touches on some of this but not all) Have any of these concerns been looked at or are being looked at by the government? (Enviro directorate spoke [redacted] yesterday re the conflict of interest concerns about the school's $25k ACT solar grant and planning regulation issues so wondering about the other concerns)
Non-government schools are often regulated by a range of organisations, for example:

- Education Directorate (non-government school registration)
- ASIC (public company registration)
- Australian Charities and Not-for-Profits Commission (charity status)

The Education Directorate works closely with all non-government schools to support them in meeting their obligations under the Education Act, and where appropriate takes regulatory action.
The Directorate has engaged, and continues to engage, with Brindabella Christian College to support them to understand their obligations and assist them where there are concerns or challenges.
The Directorate will continue to engage with BCC to determine if a formal investigation is necessary to establish if the school is meeting all conditions of registration.
I'm guessing the government doesn't have a whole lot to do with this but is there a threshold where the minister can step in and say suspend registration or make a directive on the school? Has this ever happened in the past in the ACT?
The Minister for Education may direct the Registrar of Non-government Schools to cancel the registration of a non-government school if they are satisfied on reasonable grounds that a condition of the school's registration has been contravened, or that the school's proprietor or principal has contravened the *Education Act 2004*.
Under the education act, it says non-government schools must "consult parents of students at the school about the operation of the school, including its educational programs and policies". Wondering if this includes providing information on the school's finances and spending if requested?
The *Education Act 2004* requires principals of non-government schools to consult parents of students at the school about the operation of the school, including its educational programs and policies.
The *Education Act 2004* requires principals of non-government schools to make available to parents of students at the school, as well as to staff and students of the school, information about the school's educational programs and policies, and the operation of the school.
Under the *Education Act 2004*, a person may inspect and copy a report to the Minister about registration decisions related to a non-government school.
Through these provisions, parents of students at a non-government school may access information about a schools finances.
In addition, financial information for charities is publicly accessible through the Australian Charites and Not for Profits Commission (ACNC) website (https://www.acnc.gov.au/)
Cheers,

Brenton Sloane | Assistant Director
Media and Communications | Education | ACT Government
P: (02) 6205 4196| M: 0431 252 698 | E: brenton.sloane@act.gov.au
Level 6, 220 Northbourne Avenue | GPO Box 158 Canberra ACT 2601
www.education.act.gov.au | Facebook | Twitter | Instagram | LinkedIn

UNCLASSIFIED For-Official-Use-Only

From: [redacted]
Sent: Wednesday, 31 July 2019 9:53 AM
To: EDU Media <EDU.Media@act.gov.au>; Cursley, Megan <Megan.Cursley@act.gov.au>
Subject: Brindabella Christian College - story this week
Hi all,

[redacted] digging into concerns about financial management and governance at Brindabella Christian College [redacted] story here but currently looking into more than what [redacted] reported so far:
https://www.canberratimes.com.au/story/6287807/principal-quits-amid-standoff-between-school-board-and-parents/)

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Looking to file another story later this week - will call you guys before then to keep you in the loop and give you the gist of what it is.
Hope you're all well.

Best

[redacted]

[redacted]

From: Krajina, Danielle <Danielle.Krajina@act gov au>
Sent: Friday, 2 August 2019 09:58
To: Tooth, Lynda <Lynda.Tooth@act gov au>; Sloane, Brenton <Brenton Sloane@act gov au>
Subject: RE: Response to material provided to [redacted] re Brindabella Christian College - story this week

UNCLASSIFIED For-Official-Use-Only

Understand
Danielle

Executive Branch Manager, Governance and Community Liaison | Education | ACT Government
Senior Executive for Business Integrity Risk (SERBIR)
02 6207 2990 | Danielle krajina@act gov au
Level 6 220 Northbourne Avenue Braddon | GPO Box 158 Canberra ACT 2601
www education act gov au | Facebook | Twitter | Instagram | LinkedIn | Google+

[redacted]

From: Tooth, Lynda <Lynda.Tooth@act.gov.au>
Sent: Friday, 2 August 2019 9:57 AM
To: Sloane, Brenton <Brenton.Sloane@act.gov.au>
Cc: Krajina, Danielle <Danielle.Krajina@act gov au>
Subject: Response to material provided to [redacted] re Brindabella Christian College - story this week

Lynda
RE 'Through these provisions, parents of students at a non-government school may access information about a schools finances.'
FYI the panel's report to the Minister provides scant financial detail.

Regards
Lynda

Lynda Tooth | Senior Director Non-government Education Regulation| Email: **lynda.tooth@act.gov.au**
Phone: +61 2 6205 8321

From: Sloane, Brenton <Brenton Sloane@act gov au>
Sent: Friday, 2 August 2019 9:40 AM
To: Tooth, Lynda <Lynda.Tooth@act gov au>
Cc: Krajina, Danielle <Danielle.Krajina@act gov au>; EDU Media <EDU.Media@act.gov.au>
Subject: FW: Brindabella Christian College - story this week

UNCLASSIFIED For-Official-Use-Only

Hello Lynda,
Danielle asked me to send on to you the response that was provided last night for your records.
Please find it below.
Cheers,

Brenton Sloane | Assistant Director
Media and Communications | Education | ACT Government
P: (02) 6205 4196| M: 0431 252 698 | E: brenton sloane@act gov au
Level 6, 220 Northbourne Avenue | GPO Box 158 Canberra ACT 2601
www education act gov au | Facebook | Twitter | Instagram | LinkedIn

From: Sloane, Brenton
Sent: Thursday, 1 August 2019 6:16 PM
To: [redacted]
Cc: EDU Media <EDU.Media@act.gov.au>
Subject: Brindabella Christian College - story this week

UNCLASSIFIED For-Official-Use-Only

Hello [redacted]
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It is then the responsibility of Access Canberra to consider any information provided to them. However, in line with Section 65 of the *Working with Vulnerable People (Background Checking) Act 2011*, Access Canberra cannot provide information on specific applicants or any individual matters.
Is the directorate or the minister is looking into the concerns that have since been raised by parents and staff at Brindabella - who allege a culture of bullying, intimidation and financial mismanagement. (Letter from parents sent to the directorate and Minister Berry, as well as Dan Tehan attached which touches on some of this but not all) Have any of these concerns been looked at or are being looked at by the government? (Enviro directorate spoke [redacted] yesterday re the conflict of interest concerns about the school's $25k ACT solar grant and planning regulation issues so wondering about the other concerns)
Non-government schools are often regulated by a range of organisations, for example:

- Education Directorate (non-government school registration)
- ASIC (public company registration)
- Australian Charities and Not-for-Profits Commission (charity status)

The Education Directorate works closely with all non-government schools to support them in meeting their obligations under the Education Act, and where appropriate takes regulatory action.
The Directorate has engaged, and continues to engage, with Brindabella Christian College to support them to understand their obligations and assist them where there

are concerns or challenges.
The Directorate will continue to engage with BCC to determine if a formal investigation is necessary to establish if the school is meeting all conditions of registration.
I'm guessing the government doesn't have a whole lot to do with this but is there a threshold where the minister can step in and say suspend registration or make a directive on the school? Has this ever happened in the past in the ACT?
The Minister for Education may direct the Registrar of Non-government Schools to cancel the registration of a non-government school if they are satisfied on reasonable grounds that a condition of the school's registration has been contravened, or that the school's proprietor or principal has contravened the *Education Act 2004*.
Under the education act, it says non-government schools must "consult parents of students at the school about the operation of the school, including its educational programs and policies". Wondering if this includes providing information on the school's finances and spending if requested?
The *Education Act 2004* requires principals of non-government schools to consult parents of students at the school about the operation of the school, including its educational programs and policies.
The *Education Act 2004* requires principals of non-government schools to make available to parents of students at the school, as well as to staff and students of the school, information about the school's educational programs and policies, and the operation of the school.
Under the *Education Act 2004*, a person may inspect and copy a report to the Minister about registration decisions related to a non-government school.
Through these provisions, parents of students at a non-government school may access information about a schools finances.
In addition, financial information for charities is publicly accessible through the Australian Charites and Not for Profits Commission (ACNC) website (https://www.acnc.gov.au/)
Cheers,

Brenton Sloane | Assistant Director
Media and Communications | Education | ACT Government
P: (02) 6205 4196| M: 0431 252 698 | E: brenton.sloane@act.gov.au
Level 6, 220 Northbourne Avenue | GPO Box 158 Canberra ACT 2601
www.education.act.gov.au | Facebook | Twitter | Instagram | LinkedIn

UNCLASSIFIED For-Official-Use-Only

From: [redacted]
Sent: Wednesday, 31 July 2019 9:53 AM
To: EDU Media <EDU.Media@act.gov.au>; Cursley, Megan <Megan.Cursley@act.gov.au>
Subject: Brindabella Christian College - story this week
Hi all,

[redacted] digging into concerns about financial management and governance at Brindabella Christian College [redacted] story here but currently looking into more than wha[redacted] reported so far:
https://www.canberratimes.com.au/story/6287807/principal-quits-amid-standoff-between-school-board-and-parents/)

- I know the college recently scraped through registration because of issues around meeting the necessary hours for Year 11 and 12. What is it's registration status at the moment? Did any other issues come up? i.e finances, staffing qualifications etc.
- Do registration panels look explicitly at finances/debts and spending of government funding/grants etc? What about staffing levels?
- I understand the ACT government queried a new staff member coming in at the school's [redacted] campus [redacted] without a WWVP card. What happened in this case? Was the government investigated/checked WWVP cards across the school recently?
- Is the directorate or the minister is looking into the concerns that have since been raised by parents and staff at Brindabella - who allege a culture of bullying, intimidation and financial mismanagement. (Letter from parents sent to the directorate and Minister Berry, as well as Dan Tehan attached which touches on some of this but not all) Have any of these concerns been looked at or are being looked at by the government? (Enviro directorate spoke to me yesterday re the conflict of interest concerns about the school's $25k ACT solar grant and planning regulation issues so wondering about the other concerns)
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- Under the education act, it says non-government schools must "consult parents of students at the school about the operation of the school, including its educational programs and policies". Wondering if this includes providing information on the school's finances and spending if requested?

Looking to file another story later this week - will call you guys before then to keep you in the loop and give you the gist of what it is.
Hope you're all well.

Best

[redacted]

Students Absent during 2nd August 2019 ~ Cenus 2019

Surname First name

[redacted]

From:
Sent: Tuesday, 27 August 2019 1:16 PM
To:
Subject: FW: URGENT RESPONSE REQUIRED PLEASE

Follow Up Flag: Follow up
Flag Status: Flagged

Hi

On the 2nd of August, when I look at my pastoral roll, I am seeing that was absent and was absent.

Would this be enough or do you need more clarification.

Regards

From:
Sent: Tuesday, 27 August 2019 1:07 PM
To:
Cc:
Subject: RE: URGENT RESPONSE REQUIRED PLEASE

Hi
The absence is just for Pastoral/Connect

From:
Sent: Tuesday, August 27, 2019 12:56 PM
To:
Subject: RE: URGENT RESPONSE REQUIRED PLEASE

H

Thank you for this. Could you please confirm if this just relates to Pastoral/Connect, or every lesson throughout the day?

Thanks,

From
Sent: Tuesday, 27 August 2019 12:54 PM
To
DL
Cc
Subject: URGENT RESPONSE REQUIRED PLEASE

Hi Everyone,
In the follow-up of reconciling enrolments and processes for marking and recording student absences, we are missing some vital information. In order for us to have our records complete and to forward on to the relevant authorities, please enter the reason given for every student absence on Friday 2 August (Census Day).

This must be done today in order for us to pass this information on. Please email with the student and the reason so that can mark it of on master list. I will need to follow this up this afternoon with any absences that are still outstanding.

Thank you

Kind Regards,

Hi [redacted]

On the 2nd of August, when I look at my pastoral roll, I am seeing that [redacted] was absent and [redacted] was absent. [redacted]

Would this be enough or do you need more clarification. [redacted]

Regards

[redacted]

[redacted]

From: [redacted]
Sent: Tuesday, 27 August 2019 1:05 PM
To: [redacted]
Subject: Student Absences in [redacted] on 2 August (Census Day)

Follow Up Flag: Follow up
Flag Status: Flagged

Hi [redacted]

[redacted] students were absent from [redacted] on Friday, 2 August, Census Day:

[redacted]

[redacted]ind Regards,

[redacted]

[redacted]

From: [redacted]
Sent: Tuesday, 27 August 2019 1:34 PM
To: [redacted]
Subject: Absence on Census Day

Follow Up Flag: Follow up
Flag Status: Flagged

Hi [redacted] was absent [redacted] and [redacted] was absent [redacted]
With thanks,

[redacted]

[redacted]

From: [redacted]
Sent: Tuesday, 27 August 2019 1:28 PM
To: [redacted]
Subject: urgent response email

Follow Up Flag: Follow up
Flag Status: Flagged

Hello [redacted]

On the 2nd of August I had [redacted] away due to [redacted]

[redacted]

[redacted]

From: [redacted]
Sent: Tuesday, 27 August 2019 1:41 PM
To: [redacted]
Subject: [redacted] absence 2nd August

Notification on Class [redacted]

[redacted]

[redacted]

[redacted]

From: [redacted]
Sent: Tuesday, 27 August 2019 1:57 PM.
To: [redacted]
Subject: [redacted] absentees 2/8

Hi [redacted]

[redacted]

Thanks [redacted]

[redacted]

From: [redacted]
Sent: Tuesday, 27 August 2019 1:37 PM
To: [redacted]
Cc:
Subject: FW: INFORMATION: [redacted]

Follow Up Flag: Follow up
Flag Status: Flagged

Hi [redacted]

This is the note I got for [redacted] absence on August 2nd. It was also fo[redacted]

Blessings,

[redacted]

[redacted]

[redacted]

[redacted]

[redacted]

[redacted]

From: [redacted]
Sent: Tuesday, 27 August 2019 1:37 PM
To: [redacted]
Subject: note for census da[redacted]

Follow Up Flag: Follow up
Flag Status: Flagged

H[redacted]

Below is the only correspondence I have for [redacted] absence on census day. As you can see below, communication was sent to [redacted] and then text to the absence line in reply to absence texts received.

[redacted] was marked on the system with 'note received' by someone in the office [redacted]

Hope that helps.

[redacted]

[redacted]

[redacted]

[redacted]

[redacted]

1

[redacted]

From: [redacted]
Sent: Tuesday, 27 August 2019 1:59 PM
To: [redacted]
Subject: FW: [redacted]e - Friday, 2 August [SEC=UNCLASSIFIED]

[redacted]

[redacted]has emailed us to say that we are to forward you the emails/notes for absences of students in our classes on 2 August.

Attached is an email from [redacted] to explain [redacted] absence. I will send a student with the hand-written note from [redacted] to provide a reason for [redacted] absence.

[redacted]

[redacted]

[redacted]

[redacted]

[redacted]

From: [redacted]
Sent: Tuesday, 27 August 2019 2:32 PM
To: [redacted]
Subject: FW [redacted] 02 August [redacted]

Follow Up Flag: Follow up
Flag Status: Completed

[redacted]

[redacted]

[redacted]

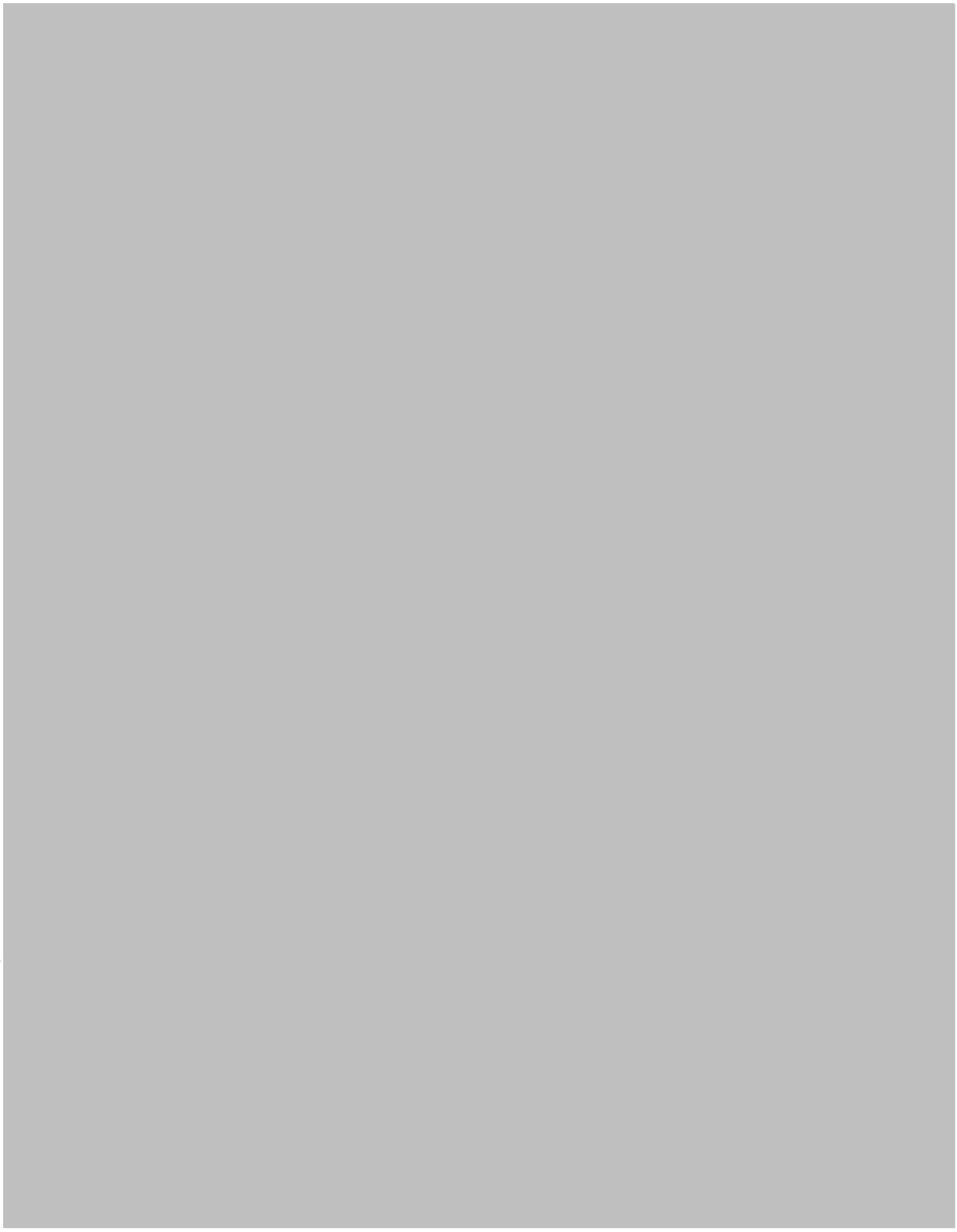
[redacted]

From: [redacted]
Date: 28 August 2019 at 11:02:31 am AEST
To [redacted]
Subject: RE: Urgent Absence Info

[redacted] was absent for me in connect that day.

[redacted]

[redacted]



From:
Sent: Tuesday, August 27, 2019 2:34 PM
To
Subject: RE: Urgent Absence Info

H
Please note that *was present on the 2nd of August in Connect.* was absent and a phone call was received in the reception. With regards to the front office has note and I have forwarded this to you for your reference.

Regards

[redacted]

From: [redacted]
Sent: Tuesday, 27 August 2019 3:53 PM
To: [redacted]
Subject: absent 2 Aug [redacted]

[redacted]

[redacted]

[redacted]

From: [redacted]
Sent: Tuesday, 27 August 2019 4:02 PM
To: [redacted]
Subject: FW: absence August 2

[redacted]

[redacted]

From: [redacted]
Sent: Tuesday, 27 August 2019 5:27 PM
To: [redacted]
Subject: Fwd: [redacted] oday in class

Hi [redacted]

I'm just following up on my students absences on Friday the 2nd of August.

I did receive correspondence from [redacted] please see the email below for the absence of [redacted]

I also had [redacted] absent [redacted]

Hope that's everything you need.

Many thanks,

[redacted]

[redacted]

[redacted]

[redacted]

From: [redacted]
Sent: Tuesday, 27 August 2019 4:32 PM
To: [redacted]
Subject: A student from [redacted] who was away on the 2nd of August

Hi [redacted]

Please see the email below [redacted] that I received a few days before the census date [redacted] was away on the 2nd of August [redacted] was also absent on that day, [redacted]

[redacted]

[redacted]

[redacted]

From: [redacted]
Sent: Tuesday, 27 August 2019 2:50 PM
To: [redacted]
Cc:
Subject: Students absent on August 2nd

Hi [redacted]

List below:
[redacted] name wasnt on the roll, was updated from 5th. [redacted] was present
[redacted]

Regards,
[redacted]

This document is not released in accordance with Section 17 of the *Freedom of Information Act 2016,* Schedule 2.2(a)(xvi).

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From: Brighton, Meg
To: Sloane, Brenton
Cc: EDU Media
Subject: RE: Brindabella Christian College - story this week
Date: Tuesday, 6 August 2019 7:09:18 AM

Thanks Brenton

Meg Brighton | 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: Sloane, Brenton <Brenton Sloane@act gov au>
Sent: Tuesday, 6 August 2019 6:25 AM
To: Brighton, Meg <Meg Brighton@act gov au>
Cc: EDU Media <EDU Media@act gov au>
Subject: Fwd: Brindabella Christian College - story this week

Hello Meg,
Apologies - just saw your request
Below is the chain of events, including all relevant responses given
Cheers,
Brenton
Get Outlook for iOS

From: Cursley, Megan <Megan Cursley@act gov au>
Sent: Monday, August 5, 2019 17:03
To: [redacted]
Cc: EDU Media; Sloane, Brenton
Subject: RE: Brindabella Christian College - story this week

Hey [redacted]

The line in the letter,"undertaking enquiries into the school's compliance", refers to the same information the directorate gave the other day about engagement with BCC:

The Directorate has engaged, and continues to engage, with Brindabella Christian College to support them to understand their obligations and assist them where there are concerns or challenges.

The Directorate will continue to engage with BCC to determine if a formal investigation is necessary to establish if the school is meeting all conditions of registration.

Thanks
Megan

From: Sloane, Brenton <Brenton Sloane@act gov au>
Sent: Monday, 5 August 2019 4:45 PM
To [redacted] Cursley, Megan <Megan Cursley@act gov au>
Cc: EDU Media <EDU Media@act gov au>
Subject: RE: Brindabella Christian College - story this week

Hi [redacted]
Please attribute the following statement to an Education Directorate spokesperson:
As outlined previously, under the *Education Act 2004* a person may inspect and copy a report to the Minister about registration decisions related to a non-government school Under the *Act*, the information provided to the Government in the registration process must be made available by the Government
Decisions regarding other financial information relating to a non-government school are a matter for the school s Board
Cheers,

Brenton Sloane | Assistant Director
Media and Communications | Education | ACT Government
P: (02) 6205 4196| M: 0431 252 698 | E:brenton sloane@act gov au
Level 6, 220 Northbourne Avenue | GPO Box 158 Canberra ACT 2601
www education act gov au |Facebook| Twitter | Instagram |LinkedIn

From: [redacted]
Sent: Monday, 5 August 2019 12:30 PM
To: Sloane, Brenton <Brenton Sloane@act gov au>; Cursley, Megan <Megan Cursley@act gov au>
Cc: EDU Media <EDU Media@act gov au>
Subject: Re: Brindabella Christian College - story this week

Oh just got sent this by the way - is the educate looking into the school's registration again in response to complaints?

Letter from Minister Berry to Shane Rattenbury attached - she says a couple of parents have complained to the directorate, they are taking it seriously and "undertaking enquiries into the school's compliance" under the education act What does that mean?

Let me know if you get an answer on when non-gov schools have to answer questions on finances from parents? Are there certain things they don't have to disclose about finances on request and things they do?

Thanks guys - I'll give you a buzz with the shape of the story once it's all in place just so you're across it
On Mon, 5 Aug 2019 at 11:53, [redacted] wrote:

> Hey Brenton,
>
> How did you go finding out if the school has to provide info parents request on finances or has to be transparent on some parts of the finances to parents?
>
> " Through these provisions, parents of students at a non-government school may access information about a schools finances "
>
> On Thu, 1 Aug 2019 at 18:16, Sloane, Brenton <Brenton Sloane@act gov au> wrote:
>
> > UNCLASSIFIED For-Official-Use-Only
> >
> > Hello [redacted],
> > Apologies for the delay in responding to you on this Please attribute the following responses to an Education Directorate spokesperson:
> > I know the college recently scraped through registration because of issues around meeting the necessary hours for Year 11 and 12 What is it's registration status at the moment? Did any other issues come up? i e finances, staffing qualifications etc
> > In 2018 a registration panel reviewed Brindabella Christian College s compliance with the conditions of registration as listed in Section 91 of the*Education Act 2004.* The

registration panel was satisfied that the school was compliant with the conditions of registration, with the exception of mandatory hours of student for Years 11 and 12 Once the school rectified this issue, the school was registered for Kindergarten – Year 12 at its Lyneham Campus and Kindergarten – Year 6 at its Charnwood campus until 31 December 2023
Do registration panels look explicitly at finances/debts and spending of government funding/grants etc? What about staffing levels?
Yes As part of the registration process the Directorate engages an external expert to conduct an advanced financial assessment of the school This assessment provides a credit rating for the school, a risk analysis and a financial viability assessment This assessment was considered as part of the decision to register Brindabella Christian College
I understand the ACT government queried a new staff member coming in at the school's Charnwood campus (as a property manager) without a WWVP card What happened in this case? Was the government investigated/checked WWVP cards across the school recently?
When the directorate, or in fact any employer, is provided information that suggests there has been a breach of the*Working with Vulnerable People (Background Checking) Act 2011 (WWVP)*it is required to report that information to Access Canberra The Directorate routinely provides information to Access Canberra where a suspected breach may have occurred
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UNCLASSIFIED For-Official-Use-Only

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