



██████████  
██████████  
Brindabella Christian College  
██████████

Dear ██████████

### **Request for information**

As you would be aware principals in ACT Non-government Schools have specific responsibilities under the *Education Act 2004*.

Following the ██████████ of ██████████ as principal of Brindabella Christian College, I request that you provide the following information relating to the new or acting principal:

- name,
- contact details,
- Working with Vulnerable People registration number, and
- ACT Teacher Quality Institute registration number.

Please provide this information to Ms Lynda Tooth, Senior Director, Non-government Education Regulation by emailing [NonGovSchools@act.gov.au](mailto:NonGovSchools@act.gov.au) by close of business Friday 16 August 2019.

### **Authorised Person enquiry - Brindabella Christian College**

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 and comply with all relevant sections of the Act.

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.

I have asked Ms Lynda Tooth Senior Director Non-Government Education Regulation and a person authorised under section 119 of the Act, to enter several ACT schools during August and September 2019 to review enrolment processes and records and use of the Student Transfer Register (STR) due to some irregularities identified with the use of the STR in ACT independent schools.

Brindabella Christian College (BCC) has been chosen as one of the schools for this enquiry.

Although under section 124 of the Act the principal is not required to consent to this entry, the authorised person will ask for the new principal's consent and will ask them to sign an acknowledgment of that consent.

I request that BCC provide every assistance to Ms Tooth as she undertakes this enquiry.

Ms Tooth will contact the new principal shortly to advise them of the time of her visit.

Yours sincerely



Danielle Krajina  
Registrar  
ACT Non-government Schools  
6 August 2019

From: [REDACTED]  
Subject: **The List [SEC=OFFICIAL]**  
Date: **15 Aug 2019 at 4:38:08 pm**  
To: [REDACTED]

Dear [REDACTED]

The following is a list of bullying behaviours experienced and confirmed by several (past) [REDACTED] of Brindabella Christian College [REDACTED]. These actions were performed by the BCEL Board members, in particular, [REDACTED]. The [REDACTED] who have agreed to this list all experienced several of these behaviours, although none reported experiencing all. They do not feel safe identifying themselves at this stage, nor stating specifically what they experienced individually.

As a group they reported:

1. Micromanagement
2. Excessive contact
3. Regular, lengthy, demanding emails about relatively minor matters
4. Interference in decision making
5. Interference in staffing decisions including controlling staff appointments and instructing senior management to sack a staff member
6. Constant questions of routine/management matters
7. Trying to control the way the education at BCC is delivered
8. Belittling in front of others
9. Continued unjustified criticism
10. Withholding permission for certain things which then creates stress
11. Spreading misinformation
12. Undermining
13. Threatening
14. Playing mind games e.g. changing the agenda at the last minute

15. Seriously affecting the financial viability of the College by unending spending
16. Continuing to use College funds for legal matters with likely poor results
17. Professional intimidation and disrespect toward senior staff.

The former [redacted] agree that these behaviours made it impossible to continue working in a [redacted] position at the school and resulted in a range of experiences including [redacted]. It has taken [redacted] years for some of the past [redacted] people to regain their confidence and [redacted]. The school was an unsafe workplace for [redacted] staff.

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

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

**From:** [King, Ashley](#) on behalf of [Education DLO](#)  
**To:** [Krajina, Danielle](#)  
**Cc:** [Nott, Georgia](#); [Tooth, Lynda](#); [EDUMCR: Families and Students](#)  
**Subject:** [REDACTED] Complaint re. Brindabella Christian College (ACT) [REDACTED]  
**Date:** Tuesday, 20 August 2019 2:18:00 PM  
**Attachments:** [Complaint re. Brindabella Christian College for Ms. Yvette Berry's Review - \[REDACTED\]\\_19.08.19.pdf](#)  
[image001.png](#)  
[image002.png](#)

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UNCLASSIFIED For-Official-Use-Only

Hello

Title/Question	Complaint re. Brindabella Christian College (ACT) [REDACTED]
Action	Ministerial Response please
Responsibility	G&CL
Response type	Letter
TRIM	[REDACTED]
Date due	MO 3/9/19
Clearance	EGM BS
Comment	Please contact Ashley King at <a href="mailto:EDUDLO@act.gov.au">EDUDLO@act.gov.au</a> if you have questions.

Ashley  
X50291

---

**From:** BERRY <BERRY@act.gov.au>  
**Sent:** Tuesday, 20 August 2019 8:43 AM  
**To:** Education DLO <EDUDLO@act.gov.au>  
**Cc:** Ceramidas, Joshua <Joshua.Ceramidas@act.gov.au>  
**Subject:** FW: Complaint re. Brindabella Christian College (ACT) and concern about its compliance with ACT Education Act 2004

Hi Ashley,

Please see below/ attached correspondence related to Education. For appropriate action/response.

Thanks,

Brooke

**Brooke Hendry** | Office Manager

Phone: +61 2 6205 0233

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**Office of Yvette Berry MLA** | Member for Ginninderra

Deputy Chief Minister

Minister for Education and Early Childhood Development

Minister for Housing and Suburban Development

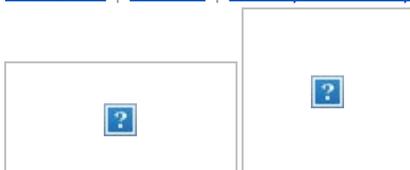
Minister for the Prevention of Domestic and Family Violence

Minister for Women

Minister for Sport and Recreation

Phone: +61 2 6205 0233 | Email: [berry@act.gov.au](mailto:berry@act.gov.au)

[Facebook](#) | [Twitter](#) | [www.yvetteberry.com.au](http://www.yvetteberry.com.au)



*Please consider the environment before printing this email. If printing is necessary, print double-sided and black and white.*

Please note that from 1 January 2018 ACT Government ministerial diaries are subject to publication on the ACT Government's open access website under section 23 of the *Freedom of Information Act 2016*

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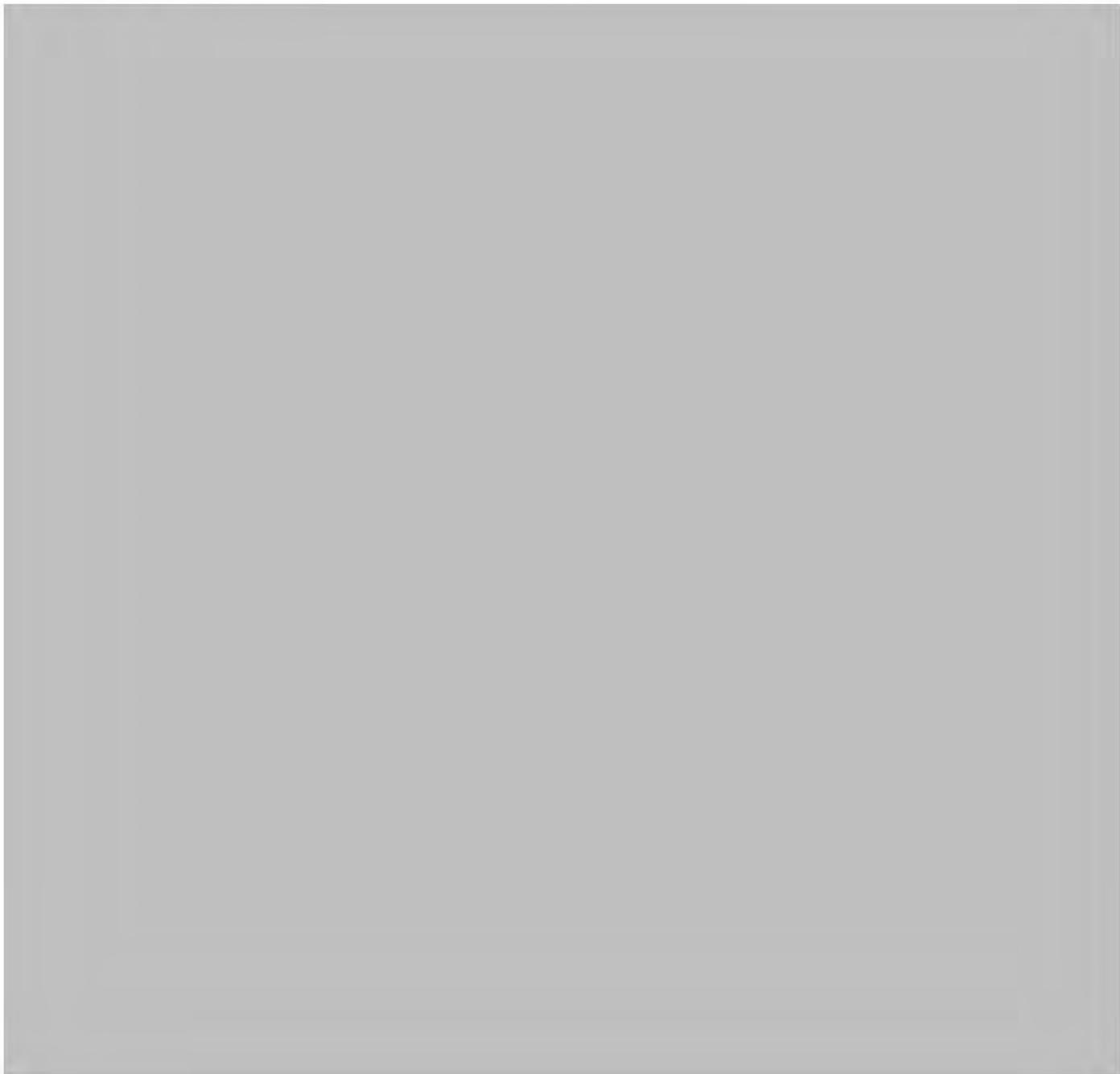
**From:** [REDACTED]

**Sent:** Monday, 19 August 2019 7:15 PM

**To:** [yvette.berry@act.alp.org.au](mailto:yvette.berry@act.alp.org.au)

**Subject:** Complaint re. Brindabella Christian College (ACT) and concern about its compliance with ACT Education Act 2004

Dear Ms. Berry,



**From:** [Sloane, Brenton](#)  
**To:** [Penglis, Katy](#); [Doman, Claudia](#); [Krajina, Danielle](#); [Nott, Georgia](#); [Schofield, Karen](#); [EDU Media](#)  
**Cc:** [EDUMCR](#)  
**Subject:** RE: Chief Minister's Talkback - next Friday 23 August 2019  
**Date:** Tuesday, 20 August 2019 2:26:21 PM  
**Attachments:** [CMTKBK 23 August 2019.doc](#)

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Hi Katy,  
Please find attached the CMTKBK points for this Friday.  
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](mailto:brenton.sloane@act.gov.au)

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

[www.education.act.gov.au](http://www.education.act.gov.au) | [Facebook](#) | [Twitter](#) | [Instagram](#) | [LinkedIn](#)

---

**From:** Penglis, Katy <[Katy.Penglis@act.gov.au](mailto:Katy.Penglis@act.gov.au)>

**Sent:** Thursday, 15 August 2019 10:48 AM

**To:** Doman, Claudia <[Claudia.Doman@act.gov.au](mailto:Claudia.Doman@act.gov.au)>; Sloane, Brenton <[Brenton.Sloane@act.gov.au](mailto:Brenton.Sloane@act.gov.au)>; Krajina, Danielle <[Danielle.Krajina@act.gov.au](mailto:Danielle.Krajina@act.gov.au)>; Nott, Georgia <[Georgia.Nott@act.gov.au](mailto:Georgia.Nott@act.gov.au)>; Schofield, Karen <[Karen.Schofield@act.gov.au](mailto:Karen.Schofield@act.gov.au)>; EDU Media <[EDU.Media@act.gov.au](mailto:EDU.Media@act.gov.au)>

**Cc:** EDUMCR <[EDUMCR@act.gov.au](mailto:EDUMCR@act.gov.au)>

**Subject:** Chief Minister's Talkback - next Friday 23 August 2019

UNCLASSIFIED

Hi all,  
Chief Minister's Talkback is on next Friday 23 August 2019. If there is anything to address, could you please arrange for talkback hot issues briefs to be emailed to [EDUMCR@act.gov.au](mailto:EDUMCR@act.gov.au) by **10am Tuesday 20 August 2019** to allow for clearances. I have attached a copy of the template.

Thanks,

Katy Penglis

Phone: +61 2 6205 9155 | Email: [katy.penglis@act.gov.au](mailto:katy.penglis@act.gov.au)

Ministerial and Commonwealth Relations | Education | ACT Government

Level 6, 220 Northbourne Avenue BRADDON ACT 2612 | GPO Box 158 Canberra ACT 2601

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## CHIEF MINISTER'S TALKBACK – HOT ISSUES

Complete and accurate as at:

19 August 2019





## CHIEF MINISTER'S TALKBACK – HOT ISSUES

Complete and accurate as at:

19 August 2019

### **ISSUE: Brindabella Christian College – Parental concerns around transparency**

#### **Talking points/response**

- Brindabella Christian College (BCC) is registered as an ACT non-government school until 31 December 2023.
- BCC's registration was renewed in 2018 at which time a financial viability assessment was undertaken and it was on that basis it was recommended by the panel to register the school for a period of five years.
- Concerns have been raised by a number of parents directly to the Education Directorate and the Minister regarding transparency of the School Board.
- The P&F of the school has written formally to the Board seeking mediation and a review of governance.

#### **Background**

BCC operates two campuses in the ACT and is registered under the Education Act to operate as a non government school.

In 2018 the school was re-registered and met the conditions of registration for a further five year period.

There have been concerns raised by parents over recent months about a range of matters, some of which go to the schools compliance under the Education Act.

The Education Directorate is about to commence an Authorised Person inquiry under the *Education Act 2004* in relation to the school's compliance with their obligations to report student transfers to the Education Directorate.

Non-government schools are required to report to the Education Directorate on their enrolments into and transfers from the school. Enrolment numbers are fundamental [REDACTED]

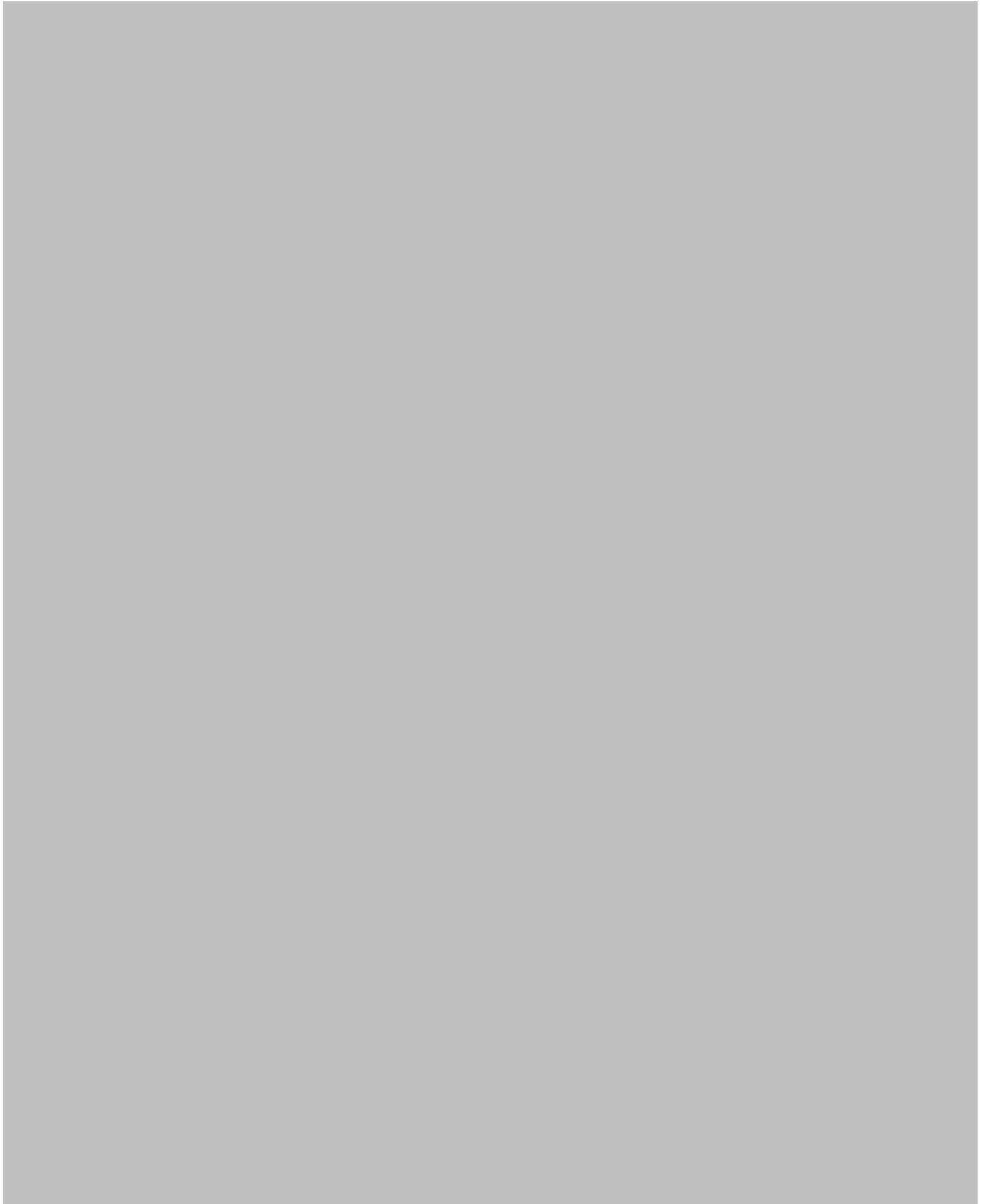
It should be noted that inquiries into student transfers are being conducted more broadly across the non-government school system to establish ongoing compliance.

Contact Officer: Brenton Sloane

Ext: 54196



## CHIEF MINISTER'S TALKBACK – HOT ISSUES





Deputy Chief Minister  
Minister for Education and Early Childhood Development  
Minister for Housing and Suburban Development  
Minister for the Prevention of Domestic and Family Violence  
Minister for Sport and Recreation  
Minister for Women  
Member for Ginninderra

[REDACTED]

[REDACTED]

Thank you for your email of 2 August 2019 to me and the Director-General of the Education Directorate about Brindabella Christian College (BCC). I apologise for the delay in responding.

[REDACTED]

[REDACTED]

The ACT Education Directorate regulates ACT non-government school registration and compliance with the *Education Act 2004*. As such the 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 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 understand you have spoken with the Education Directorate about your concerns. If you would like to speak further with the Directorate please contact Ms Lynda Tooth, Senior Director Non-government Education Regulation on (02) 6205 9301.

[REDACTED]

Thank you for raising this matter with me.

Yours sincerely

Yvette Berry MLA  
Minister for Education and Early Childhood Development

---

**ACT Legislative Assembly**

London Circuit, Canberra ACT 2601, Australia GPO Box 1020, Canberra ACT 2601, Australia  
Phone +61 2 6205 0233 Email [berry@act.gov.au](mailto:berry@act.gov.au)



@YvetteSBerry



YvetteSBerry



yvettesberry





## Authorised Person entry to Brindabella Christian College (BCC)

### Extract from *Education Act 2004* - Authorised Person powers and requirements

#### 122 Entry to non-government schools for inspections

To find out whether this Act is being complied with, an authorised person (non-government) may enter a non-government school at any time when it is being used as a school under this Act.

#### 123 Entry to non-government schools with consent

- (1) An authorised person (non-government) may enter a non-government school at any other time if the principal of the school consents to the entry.
- (2) An authorised person (non-government) may, without the principal's consent, enter the non-government school to ask for consent to enter the school.

#### 124 Consent to entry

- (1) This section applies if an authorised person (non-government) intends to ask the principal of a non-government school to consent to the authorised person entering the school.
- (2) Before asking for the consent, the authorised person (non-government) must tell the principal—
  - (a) the reason for the entry; and
  - (b) that the principal is not required to consent.
- (3) If the consent is given, the authorised person (non-government) must ask the principal to sign an acknowledgment of the consent.
- (4) The acknowledgment must state that—
  - (a) the principal was told—
    - (i) the reason for the entry; and
    - (ii) that the principal is not required to consent; and
  - (b) the principal gives an authorised person (non-government) consent to enter the school and exercise powers under this chapter; and
  - (c) the time and date the consent was given.
- (5) If the principal signs an acknowledgment of consent, the authorised person (non-government) must immediately give a copy to the principal.
- (6) A court may assume that the principal did not consent if—
  - (a) a question arises, in a proceeding in the court, whether the principal consented to the authorised person (non-government) entering the school under this chapter; and
  - (b) an acknowledgment under this section is not produced in evidence for the entry; and
  - (c) it is not proved that the principal consented to the entry.

#### 125 Powers on entry

An authorised person (non-government) who enters a non-government school under section 122 (Entry to non-government schools for inspections) or section 123 (Entry to non-government schools with consent) may inspect the school or anything in it (including the register of enrolments and attendances).



**ACT**  
Government  
Education

## Authorised Person entry to Brindabella Christian College (BCC)

Date of Authorised Person visit: 27 August 2019

Time of scheduled visit: 11 am

1: I confirm that as Principal of BCC on:

- 14 August 2019 the [redacted] of BCC was advised in writing by the Registrar of Non-government Schools about the reasons for an Authorised Person (non-government) to enter BCC to make enquiries about the school's compliance with the *Education Act 2004*; and that
- 25 August 2019 I was forwarded a copy of the letter from the Registrar;
- 26 August 2019 the time and date of the visit was communicated to me by phone;
- 27 August 2019 BCC is being used as a school under the *Education Act 2004*.

Signature:

Date and time

[redacted]

\_\_ August 2019 \_\_ am

2: I confirm that at this visit I was provided with an extract from the *Education Act 2004* which outlines the Authorised Person's entry powers and advised by the Authorised Person:

- that an Authorised Person may enter a non-government school at any time when it is being used as a school under the *Education Act 2004*;
- that the Authorised Person's entry to BCC was to investigate the school's compliance with the *Education Act 2004* and specifically our enrolment records, attendance records, and use of the student transfer register; and
- that the principal of a non-government school is not required to give consent to the entry of an Authorised Person.

Signature:

Date and time:

[redacted]

\_\_ August 2019 \_\_ am

3: I confirm that I was shown the Authorised Person (non-government) identify card of Ms Lynda Tooth Senior Director, Non-government Education Regulation with ACT Education Directorate.

Signature:

Date and time:

[redacted]

\_\_ August 2019 \_\_ am

4: As principal of BCC, I consent to the entry of the Authorised Person to exercise powers under section 125 of the *Education Act 2004* on 27 August 2019;

Signature:

Date and time:

[redacted]

\_\_ August 2019 \_\_ am

5: As principal of BCC, I also consent to the Authorised Person being accompanied by the Registrar of Non-government Schools.

Signature:

Date and time:

[redacted]

\_\_ August 2019 \_\_ am



**Sn 101 Education Act 2004 (the Act)**

- (1) The principal of a non-government school commits an offence if—
  - (a) an authorised person (non-government) asks the principal to make the register of enrolments and attendances available to the authorised person; and
  - (b) the principal fails to make the register available as asked.
 Maximum penalty: 10 penalty units.
- (2) The principal of a non-government school, commits an offence if—
  - (a) an authorised person (non-government) asks the principal to give the authorised person stated information about enrolments or attendances of students at the school or course during a stated period or at a stated time; and
  - (b) the principal fails to give the information in accordance with the request.
 Maximum penalty: 50 penalty units.
- (3) An authorised person (non-government) may make copies of the register of enrolments and attendances or any part of the register.
- (4) The principal of a non-government school must take reasonable steps to assist an authorised person (non-government) in exercising functions under this section.
- (5) An offence against this section is a strict liability offence.

**Enrolment information sought under Sn 101 the Act**

- 1) The following information is sought about all students (K-12) enrolled at BCC who left BCC in 2019:
  - student ID,
  - student Surname,
  - student First name,
  - student DOB,
  - date of exit, and
  - reason for exit.

The required information should be provided in hard copy during the Authorised Person meeting and sent within 48 hours as Excel spreadsheet to [Nongovschools@act.gov.au](mailto:Nongovschools@act.gov.au)



**Sn 101 Education Act 2004**

- (1) The principal of a non-government school commits an offence if—
  - (a) an authorised person (non-government) asks the principal to make the register of enrolments and attendances available to the authorised person; and
  - (b) the principal fails to make the register available as asked.
 Maximum penalty: 10 penalty units.
- (2) The principal of a non-government school, commits an offence if—
  - (a) an authorised person (non-government) asks the principal to give the authorised person stated information about enrolments or attendances of students at the school or course during a stated period or at a stated time; and
  - (b) the principal fails to give the information in accordance with the request.
 Maximum penalty: 50 penalty units.
- (3) An authorised person (non-government) may make copies of the register of enrolments and attendances or any part of the register.
- (4) The principal of a non-government school must take reasonable steps to assist an authorised person (non-government) in exercising functions under this section.
- (5) An offence against this section is a strict liability offence.

**Enrolment information sought under Sn 101 the Act**

- 2) The following information is sought about all students about whom BCC has received notification that the student will leave the school in 2019:
  - student ID,
  - student Surname,
  - student First name,
  - student DOB,
  - proposed date of exit, and
  - reason for exit.

The required information should be provided in hard copy during the Authorised Person meeting and sent within 48 hours as Excel spreadsheet to [Nongovschools@act.gov.au](mailto:Nongovschools@act.gov.au)



**Sn 101 Education Act 2004**

- (1) The principal of a non-government school commits an offence if—
  - (a) an authorised person (non-government) asks the principal to make the register of enrolments and attendances available to the authorised person; and
  - (b) the principal fails to make the register available as asked.
 Maximum penalty: 10 penalty units.
- (2) The principal of a non-government school, commits an offence if—
  - (a) an authorised person (non-government) asks the principal to give the authorised person stated information about enrolments or attendances of students at the school or course during a stated period or at a stated time; and
  - (b) the principal fails to give the information in accordance with the request.
 Maximum penalty: 50 penalty units.
- (3) An authorised person (non-government) may make copies of the register of enrolments and attendances or any part of the register.
- (4) The principal of a non-government school must take reasonable steps to assist an authorised person (non-government) in exercising functions under this section.
- (5) An offence against this section is a strict liability offence.

**Attendance information sought under Sn 101 the Act**

- 3) A list of all student who were absent from BCC on 2 August 2019, the date of the August 2019 census.

The required information should be provided in hard copy during the Authorised Person meeting and sent within 48 hours as Excel spreadsheet to [Nongovschools@act.gov.au](mailto:Nongovschools@act.gov.au)



- 99 Keeping of register of enrolments and attendances for non-government schools**
- (1) The principal of a non-government school commits an offence if the principal fails to keep a register of enrolments and attendances  
Maximum penalty: 10 penalty units.
- (2) An offence against this section is a strict liability offence.
- 122 Entry to non-government schools for inspections**  
To find out whether this Act is being complied with, an authorised person (non-government) may enter a non-government school at any time when it is being used as a school under this Act.
- 125 Powers on entry**  
An authorised person (non-government) who enters a non-government school under section 122 (Entry to non-government schools for inspections) or section 123 (Entry to non-government schools with consent) may inspect the school or anything in it (including the register of enrolments and attendances).

#### **Item/s to be inspected under Sn 125 Education Act 2004**

- 4) To inspect all correspondence written to the principal of BCC or any teacher, or administration officer by parents who have or are planning to withdraw their children from the school during 2019.
- 5) To inspect all correspondence written to the principal, or any teacher, or administration officer explaining the student's absence on 2 August 2019, the date of the August 2019 census.

The Authorised person requests that the principal provides a hard copy of both sets of correspondence during the Authorised Person meeting in addition to allowing the Authorised Person to inspect the correspondence.

If the correspondence is not immediately available for inspection, the Authorised Person will accompany the Principal in her collection of the material or it can be sent within 48 hours to [Nongovschools@act.gov.au](mailto:Nongovschools@act.gov.au)



**Ss 10A and 146A Education Act 2004 (the Act)**

**10A Child of compulsory education age—school attendance requirement**

- (1) This section applies if a child—
  - (a) lives in the ACT; and
  - (b) is of compulsory education age; and
  - (c) is enrolled at a school.
- (2) The child's parents must ensure that the child—
  - (a) attends the school on every day, and during the times on every day, when the school is open for attendance; and
  - (b) attends every activity of the school (including attendance at an approved educational course) that the school requires the child to attend.
- (3) This section does not apply if the child's parents have an excuse for not complying with this section that the director-general is satisfied is a reasonable excuse.

**146A Student transfer register**

- (1) The director-general must establish procedures for recording the transfer of students between schools in the ACT.
- (2) The principal of a school must comply with any procedures for recording the transfer of students to and from the school that the director-general—
  - (a) establishes under subsection (1); and
  - (b) notifies to the principal.
- (3) In this section:  
*school* means a government school or non-government school

**Extracts Student transfer register (STR) policy**

<https://studenttransferregisteronline.ed.act.edu.au/SchoolEntryPage.aspx>

- 2.3 When a child enrolls in a new school, that school should check whether or not the child already has an ID number.
- 3.1. When a child transfers from one school to another, the following information will be entered onto the department's central database or sent to the central office of the department by the student's current school:
- the child's unique identifying number as allocated on that child's original enrolment in the ACT school system
  - the child's legal name
  - the gender of the child
  - the child's date of birth
  - the child's custodial parent's name/s
  - the reason for leaving the school
  - the code of the current school

3.4 The Student Transfer Register is applicable to all government and non-government schools. All schools are required to supply the information listed above to the central office of the department for the transfer of students both within the government school sector and when students move between the government and non-government school sectors, as well as when they move in and out of home education and formal schooling



## Findings re BCC's use of STR

As required under the STR policy the Authorised Person has identified that BCC:

- did not record the leaving of year 12 students into the STR in 2018;
- does not consistently record all arriving students into the STR
  - e.g. [redacted] is listed on BCC's census return for 2019 but not recorded in the STR;
- does not consistently record in the STR when students leave the school
  - e.g. [redacted] is understood to have enrolled in [redacted], departed the school and [redacted]. No record of the departure was made in the STR.
  - [redacted] enrolled in [redacted] and departed at some time after this to enrol in another school, but the exit is not recorded.
- does not consistently use the required exit reasons in the STR; e.g.:
  - [redacted] exit reason was given as 'Job relocation'
  - [redacted] exit reason was given as 'no contact with parent, Never showed up for school' yet the status was listed as LEFT.

The Education Directorate has identified that (during 2019 and until 17.7.2019) at least [redacted] students left BCC who were not subsequently enrolled in another ACT school.

The Education Directorate's records do not show that BCC alerted the Education Directorate about the school's concerns for the welfare of children whose parents did not provide an exit reason that showed the child would be enrolled in another school after leaving BCC.

## Item/s to be inspected under Sn 125 *Education Act 2004* and compliance with Ss 146A and Sn 91 *Education Act 2004*

- 6) To inspect the procedures established by BCC to ensure compliance with the school's:
  - a. use of the Student Transfer Register
  - b. the enrolment of students
  - c. the attendance registering of students
  - d. the safety and welfare of its students.

To facilitate this inspection the principal is asked to send electronically, and within 48 hours,:

- BCC's current policies established for the safety and welfare of students including but not limited to policies relating to:
  - enrolment
  - attendance
  - student transfer register
- BCC's current procedures that enact the above policies and ensure the school is compliant with the conditions of registration and the *Education Act 2004*.

These documents should be emailed to [Nongovschools@act.gov.au](mailto:Nongovschools@act.gov.au) by 12 noon 29 August 2019.

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:** Sloane, Brenton  
**To:** [REDACTED]  
**Cc:** EDU Media: Cursley, Megan  
**Subject:** RE: Brindabella Christian College - story this week  
**Date:** Thursday, 29 August 2019 4:59:29 PM

Hi [REDACTED]

Please attribute the following response to an Education Directorate spokesperson:

*An authorised officer on behalf of the Directorate, with the consent of BCC, is currently seeking information regarding BCC's compliance with their conditions of registration.*

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](mailto:brenton.sloane@act.gov.au)

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

[www.education.act.gov.au](http://www.education.act.gov.au) | [Facebook](#) | [Twitter](#) | [Instagram](#) | [LinkedIn](#)

**From:** [REDACTED]

**Sent:** Wednesday, 28 August 2019 5:01 PM

**To:** Cursley, Megan <[Megan.Cursley@act.gov.au](mailto:Megan.Cursley@act.gov.au)>

**Cc:** EDU Media <[EDU\\_Media@act.gov.au](mailto:EDU_Media@act.gov.au)>; Sloane, Brenton <[Brenton.Sloane@act.gov.au](mailto:Brenton.Sloane@act.gov.au)>

**Subject:** Re: Brindabella Christian College - story this week

Hi Brenton and Megan,

[REDACTED] when the story on Brindy ran:

<https://www.canberratimes.com.au/story/6344321/culture-of-fear-worksafe-investigates-canberra-private-school/>

Just wanted to touch base to see if the ACT was still weighing up that investigation into the school's compliance? Is it investigating? If so, why? Or have you decided not to?

[REDACTED] so this is for tomorrow not today!

Cheers,

[REDACTED]

On Mon, 5 Aug 2019 at 17:03, Cursley, Megan <[Megan.Cursley@act.gov.au](mailto:Megan.Cursley@act.gov.au)> wrote:

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](mailto:Brenton.Sloane@act.gov.au)>

**Sent:** Monday, 5 August 2019 4:45 PM

**To:** [REDACTED] Cursley, Megan <[Megan.Cursley@act.gov.au](mailto:Megan.Cursley@act.gov.au)>

**Cc:** EDU Media <[EDU\\_Media@act.gov.au](mailto: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**

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**From:** [REDACTED]

**Sent:** Monday, 5 August 2019 12:30 PM

**To:** Sloane, Brenton <[Brenton.Sloane@act.gov.au](mailto:Brenton.Sloane@act.gov.au)>; Cursley, Megan <[Megan.Cursley@act.gov.au](mailto:Megan.Cursley@act.gov.au)>

**Cc:** EDU Media <[EDU\\_Media@act.gov.au](mailto:EDU_Media@act.gov.au)>

**Subject:** Re: [REDACTED] - 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 school's finances."

On Thu, 1 Aug 2019 at 18:16, Sloane, Brenton <[Brenton.Sloane@act.gov.au](mailto: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 its 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 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 school's finances.

In addition, financial information for charities is publicly accessible through the Australian Charities and Not for Profits Commission (ACNC) website (<https://www.acnc.gov.au/>).

Cheers,

**Brenton Sloane | Assistant Director**

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**From** [REDACTED]

**Sent:** Wednesday, 31 July 2019 9:53 AM

**To:** EDU Media <[EDU\\_Media@act.gov.au](mailto:EDU_Media@act.gov.au)>; Cursley, Megan <[Megan.Cursley@act.gov.au](mailto: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 [REDACTED]. What is its 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 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]





# BCC

SURNAME	FIRST_NAME	BIRTHDATE	EXIT_DATE	EXIT_REASON

# BCC

SURNAME	FIRST_NAME	BIRTHDATE	EXIT_DATE	EXIT_REASON
				

# BCC

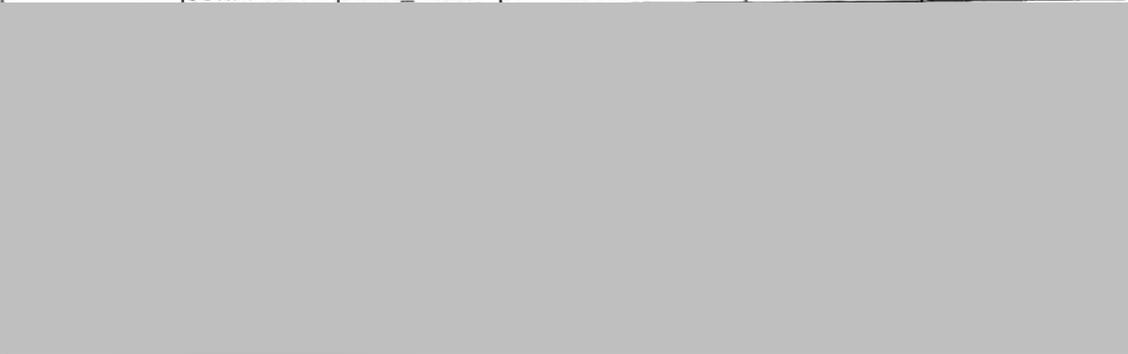
SURNAME	FIRST_NAME	BIRTHDATE	EXIT_DATE	EXIT_REASON

# BCC

SURNAME	FIRST_NAME	BIRTHDATE	EXIT_DATE	EXIT_REASON
[Redacted Content]				

35

# BCC

	SURNAME	FIRST_NAME	BIRTHDATE	EXIT_DATE	EXIT_REASON
					

Yr gp

P	K	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Older	Total
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### 2019

2019 - Aug census numbers as advised by school

2019 - Number of student absent on August census day

*Year of birth*

2019 - Feb census extract

Total

76	79	73	100	98	95	79	86	95	83	62	70	35	33		1064
----	----	----	-----	----	----	----	----	----	----	----	----	----	----	--	------

Number of 2019 leavers since 19/7/2019

**Numbers of 2019 leavers entered in STR As at 17.7.19 - NB**

*data interogated by year of birth*

42

																42
Number of leavers who moved to Home Ed																
Number of leavers who went to another school																28
Number who left ACT																
Number of leavers unaccounted for																
Number of STR errors identified in this check																0

### 2018

2018 - Aug census numbers as advised by school

2018 - Number of student absent on August census day

2018 - Feb census extract

47

52	67	96	94	84	73	79	67	77	66	71	52	38	34		950
----	----	----	----	----	----	----	----	----	----	----	----	----	----	--	-----

**Numbers of 2018 leavers entered in STR**

Number of leavers who moved to Home Ed

																47
Number of leavers who went to another school or CIT																29
Number who left ACT																
Number of leavers unaccounted for																38
Number of STR errors identified in this check																

### 2017

2017- Aug census numbers as advised by school

2017 - Number of student absent on August census day

2017 - Feb census extract

120

54	94	88	79	69	78	71	66	70	76	59	62	47	44		957
----	----	----	----	----	----	----	----	----	----	----	----	----	----	--	-----

Numbers of 2017 leavers entered in STR

ACCESS ALERT	STUDENT ID	SURNAME	FIRST NAME	BIRTHDATE	SCHOOL NAME	START DATE ASC	EXIT DATE	ABORIGINAL	TSI	EALD	EXIT REASON	STATUS	ACADEM
N													
N													
N													
1													

ACCESS ALERT	STUDENT ID	SURNAME	FIRST NAME	BIRTHDATE	SCHOOL NAME	START DATE ASC	EXIT DATE	ABORIGINAL	TSI	EALD	EXIT REASON	STATUS	ACADEM Y
N													
N													

ACCESS ALERT	STUDENT ID	SURNAME	FIRST NAME	BIRTHDATE	SCHOOL NAME	START DATE ASC	EXIT DATE	ABORIGINAL	TSI	EALD	EXIT REASON	STATUS	ACADEM YR
N													
1													

ACCESS ALERT	STUDENT ID	SURNAME	FIRST NAME	BIRTHDATE	SCHOOL NAME	START DATE ASC	EXIT DATE	ABORIGINAL	TSI	EALD	EXIT REASON	STATUS	ACADEM Y
N													
1													

ACCESS ALERT	STUDENT ID	SURNAME	FIRST NAME	BIRTHDATE	SCHOOL NAME	START DATE DESC	EXIT DATE	ABORIGINAL	TSI	EALD	EXIT REASON	STATUS	ACADEM
N													

ACCESS ALERT	STUDENT ID	SURNAME	FIRST NAME	BIRTHDATE	SCHOOL NAME	START DATE	EXIT DATE	ABORIGINAL	TSI	EALD	EXIT REASON	STATUS	ACADEM Y
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ACCESS ALERT	STUDENT ID	SURNAME	FIRST NAME	DESC	SCHOOL NAME	START DATE	EXIT DATE	ABORIGINAL/TSI	LEAVE	EXIT REASON	STATUS	ACADEM
N												
N												
1												

Census records for 2019

A	B	C	D	E	F	G	H	I
Census Year	SchoolCode	Campus	SchoolID	GivenNames	FamilyName	YearLevel	DateofBirth	RollGroup
1 2019								
7 2019								
4								
5								

Student ID:  First Name:  Surname:

ACCESS ALERT	STUDENT ID	SURNAME	FIRST NAME	BIRTHDATE	SCH
N					
N					
1					

No identified use of STR to record year 12 students departing BCC in 2018 - Evidence of failure to follow data guidelines re exit reasons.

## Upload Student Data to Transfer Register

The following are instructions for uploading your student details to the transfer register. Please download and read through these instructions

[Student Transfer Register Upload Instructions](#)

### Appendix 2 – Valid Student Exit Reasons

The following is a list of the suggested exit reasons.

**Exit Reasons**

- ACT non govt school
- Already Certificated
- Apprentice/trainee
- Carer Responsibility
- Casual employment
- CIT/TAFE/VET

Full time employment  
Home Education  
Interstate school  
Next School Level  
NSW ACT region schl  
Other  
Other ACT govt schl  
Other NSW school  
Overseas school  
Parenting  
Part time employment  
Seeking Employment  
Unknown destination  
Distance Education

Student ID:  First Name:  Surname:   Sounds Like

ACCESS ALERT	STUDENT ID	SURNAME	FIRST NAME	BIRTHDATE	SCHOOL NAME	START DATE ASC	EXIT DATE	ABORIGINAL	TSI	EALD	EXIT REASON	STATUS	ACADEM
N	[REDACTED]												
1	[REDACTED]												

ACCESS ALERT	STUDENT ID	SURNAME	FIRST NAME	BIRTHDATE ASC	SCHOOL NAME	START DATE	EXIT DATE	ABORIGINAL	TSI	EALD	EXIT REASON	STATUS	ACADEM
N	[REDACTED]												
N	[REDACTED]												
1	[REDACTED]												

ACCESS ALERT	STUDENT ID	SURNAME	FIRST NAME	BIRTHDATE	SCHOOL NAME	START DATE ASC	EXIT DATE	ABORIGINAL	TSI	EALD	EXIT REASON	STATUS	ACADEM Y
N	[REDACTED]												
N	[REDACTED]												
1	[REDACTED]												

ACCESS ALERT	STUDENT ID	SURNAME	FIRST NAME	BIRTHDATE	SCHOOL NAME	START DATE ASC	EXIT DATE	ABORIGINAL	TSI	EALD	EXIT REASON	STATUS	ACADEM Y
N	[REDACTED]												
1	[REDACTED]												

ACCESS ALERT	STUDENT ID	SURNAME	FIRST NAME	BIRTHDATE	SCHOOL NAME	START DATE	EXIT DATE ASC	ABORIGINAL	TSI	EALD	EXIT REASON	STATUS	ACADEM YR
N	[REDACTED]												
N	[REDACTED]												

					College							SCHOOL		
1														

Student ID:  First Name:  Surname:   Sounds Like

ACCESS ALERT	STUDENT ID	SURNAME	FIRST NAME	BIRTHDATE ASC	SCHOOL NAME	START DATE	EXIT DATE	ABORIGINAL	TSI	EALD	EXIT REASON	STATUS	ACADEM Y
N													
1													

ACCESS ALERT	STUDENT ID	SURNAME	FIRST NAME	BIRTHDATE ASC	SCHOOL NAME	START DATE	EXIT DATE	ABORIGINAL	TSI	EALD	EXIT REASON	STATUS	ACADEM Y
N													
1													

ACCESS ALERT	STUDENT ID	SURNAME	FIRST NAME	BIRTHDATE	SCHOOL NAME	START DATE ASC	EXIT DATE	ABORIGINAL	TSI	EALD	EXIT REASON	STATUS	ACADEM Y
N													
1													

ACCESS ALERT	STUDENT ID	SURNAME	FIRST NAME	BIRTHDATE	SCHOOL NAME	START DATE ASC	EXIT DATE	ABORIGINAL	TSI	EALD	EXIT REASON	STATUS	ACADEM Y
N													
1													

ACCESS ALERT	STUDENT ID	SURNAME	FIRST NAME	BIRTHDATE	SCHOOL NAME	START DATE ASC	EXIT DATE	ABORIGINAL	TSI	EALD	EXIT REASON	STATUS	ACADEM Y
N													
N													

1	[REDACTED]											
---	------------	--	--	--	--	--	--	--	--	--	--	--

ACCESS ALERT	STUDENT ID	SURNAME	FIRST NAME	BIRTHDATE	SCHOOL NAME	START DATE ASC	EXIT DATE	ABORIGINAL	TSI	EALD	EXIT REASON	STATUS	ACADEM Y
N	[REDACTED]												
1													

## Plan for Authorised Person visit to BCC - August 2019 re student enrolment and use of Student Transfer Register

### Sn 101 Education Act 2004

- (1) The principal of a non-government school, commits an offence if—
- (a) an authorised person (non-government) asks the principal to make the register of enrolments and attendances available to the authorised person; and
  - (b) the principal fails to make the register available as asked.
- Maximum penalty: 10 penalty units.

- (2) The principal of a non-government school, commits an offence if—
- (a) an authorised person (non-government) asks the principal to give the authorised person stated information about enrolments or attendances of students at the school or course during a stated period or at a stated time; and
  - (b) the principal fails to give the information in accordance with the request.
- Maximum penalty: 50 penalty units.
- (3) An authorised person (non-government) may make copies of the register of enrolments and attendances or any part of the register.
- (4) The principal of a non-government school, must take reasonable steps to assist an authorised person (non-government) in exercising functions under this section.
- (5) An offence against this section is a strict liability offence.

### Information sought under section 101 Education Act 2004

- 1) a list of all students who left BCC (K-12) in 2019 arranged by year group and alphabetically by student:  
the list is to contain: student ID, Surname, First name, DOB, date of exit, and reason for exit  
The list is to be arranged by year group and alphabetically by student and provided in hard copy today and be email in Excel spreadsheet format by close of business today.
- 2) a list of all students who BCC has been notified the student will leave BCC later in 2019.
- 3) a list of all student who were absent from BCC on the date of the August 2019 census

### Sn 125 Education Act 2004

An authorised person (non-government) who enters a non-government school under section 122 (Entry to non-government schools for inspections) or section 123 (Entry to non-government schools with consent) may inspect the school or anything in it (including the register of enrolments and attendances).

### Information sought under section 125 Education Act 2004

4) a copy of all letters written to the principal of BCC by parents who have or are planning to withdraw their children from the school during 2019.

5) an explanation as to why BCC has not followed the instructions of the Student Transfer Register with regard to:

- recording the leaving of year 12 students in at least 2018
- consistently updating the STR to record all student departures
- consistently using the established student ID number for students who had previously attended other ACT schools
- consistently using the established and published list of exit reasons for students leaving the school

6) an explanation as to why BCC has ceased to alert the Education Directorate when a parent refuses to advise the school to which the student will next attend - leaving at least 10 students potentially lost from education (not including the unregistered year 12 leavers) in 2018 and 2019 from BCC.

7) an agreement that BCC will provide the contact details of the parents of all students who are currently unaccounted for in 2019; and will commit to notifying EDU when parents refuse to advise where their child will next attend.

8) a list of all students BCC counted in their August 2019 census return.



### Authorised Person entry to Brindabella Christian College (BCC)

An authorised person (non-government) who enters a non-government school under section 122 or section 123 (of the *Education Act 2004*) may inspect the school or anything in it (including the register of enrolments and attendances) to determine if the school is complying with the Act. (Section 125 *Education Act 2004*).

- 1: I confirm that as Principal of BCC:
- on 14 August 2019 the Board Chair of BCC was advised in writing by the Registrar of Non-government Schools about the reasons for Authorised Person, Lynda Tooth to enter BCC to make enquiries about the school's compliance with the *Education Act 2004*; and that
  - on 25 August 2019 I was forwarded a copy of the letter from the Registrar; and that
  - on 27 August 2019, the date of the Authorised Person visit, BCC is being used as a school under the *Education Act 2004*.

Signature:	Date and time

- 2: I confirm that at this visit I was advised by the Authorised Person:
- that an Authorised Person may enter a non-government school at any time when it is being used as a school under the *Education Act 2004*;
  - that the Authorised Person's entry to BCC was to investigate the school's compliance with the *Education Act 2004* and specifically our enrolment records, attendance records, and use of the student transfer register; and
  - that the principal of a non-government school is not required to give consent to the entry of an Authorised Person.

Signature:	Date and time:

- 3: I confirm that I was shown the identify card of the Authorised Person.

Signature:	Date and time:

- 4: As principal of BCC, I consent to the entry of the Authorised Person to exercise powers under section 125 of the *Education Act 2004* on 27 August 2019; and as principal of BCC, I also consent to the Authorised Person being accompanied by the Registrar of Non-government Schools.

Signature:	Date and time:

## Information sought from BCC

1) A list of all students who left BCC (K-12) in 2019 arranged by year group and alphabetically by student

The list is to contain:

- student ID,
- student Surname,
- First name,
- DOB,
- date of exit, and
- reason for exit.

The list is to be arranged by year group and alphabetically by student and provided in hard copy today and be email in Excel spreadsheet format by close of business today.

**Information sought from BCC**

2) a list of all students about whom BCC has received notification that the student will leave the school in 2019.

**Information sought from BCC**

3) a list of all student who were absent from BCC on the date of the August 2019 census

**Information sought from BCC**

4) a copy of all letters written to the principal of BCC by parents who have or are planning to withdraw their children from the school during 2019; and a copy of all letters that provide reasons for student absences on census day - August 2019.

**Information sought from BCC**

5) an explanation as to why BCC has not followed the instructions of the Student Transfer Register with regard to:

- recording the leaving of year 12 students in at least 2018
- consistently updating the STR to record all student departures
- consistently using the established student ID number for students who had previously attended other ACT schools
- consistently using the established and published list of exit reasons for students leaving the school.

**Information sought from BCC**

6) an explanation as to why BCC has ceased to alert the Education Directorate when a parent refuses to advise the school to which the student will next attend - leaving at least 10 students potentially lost from education (not including the un registered year 12 leavers) in 2018 and 2019 from BCC.

**Information sought from BCC**

7) an agreement that BCC will provide the contact details of the parents of all students who are currently unaccounted for in 2019; and will commit to notifying EDU when parents refuse to advise where their child will next attend.

**Information sought from BCC**

8) a list of all students BCC counted in their August 2019 census return.

## Concessional lease

- if school folds.

- e.g. could go back to a church
  - would need a DA process + consultation.
  - [redacted] does not know if what will happen re consent -
  - \* if shut down + unable to sell.
    - no known policy
  - Contact in Planning
- de-concessionalisation
    - new lease created
    - market value
    - development applications
  - leases have not been "handed back" in the past
  - lease holders can sell to another entity → wanting to run another concessional activity

- are we conflicting issues
- prudent to confirm usage of STR.
- ~~reg~~ general liquidity test - appear to be able pay off borrowings if needed.
  - assets exceed liabilities
- ask SF to look at 2017 + 2018 \$
- take soft approach re STR if possible.
- IPA will lead to Reg Ad Years ∴ financial assessment in 2020.

Reason for leaving	number of leavers	% of leavers
Board/school governance issues	30	26%
moving to another ACT school	25	21%
financial		
Relocating	11	
Unhappy with Duty of Care		
No reason	34	29%
never commenced		
Parent/principal descretion		
mental health		
Total	117	100%

lost faith in board  
 Surname # of students

Undue influence of board

Poor governance

Instability

lack of consultation school hours board decr.

Board behavior / decision

30 hrs provided

13 Hrs = 26 student

left city  
 concerns relating  
 to governance  
 + the BCC

board.

31 students  
 parents of these  
 que. lost

57

Reason for leaving	number of leavers
Board/school governance issues	30
moving to another ACT school	25
financial	
Relocating	11
Unhappy with Duty of Care	
No reason	34
never commenced	
Parent/principal descretion	
mental health	
Total	117

% of leavers	
	26%
	21%
	29%
	100%

**Student Departure Letters 2019**

Surname

First name





[REDACTED]

---

**From:** [REDACTED]  
**Sent:** Wednesday, 30 January 2019 4:52 PM  
**To:** BCC Enrolments  
**Subject:** Dis enrollment for [REDACTED]

To Whom It May Concern:

As per Brindabella requirements this email is to notify the enrollments and the Principal that [REDACTED] will not be attending Brindabella Christian College after July 5th 2019 (Term 2).

We are [REDACTED] temporarily [REDACTED] work will be completed in July 2019.

Thank you for keeping this on file as to eliminate confusion on fees for the year.

Please feel free to contact me if there are any questions or concerns.

Warm Regards,  
[REDACTED]

Dear [REDACTED]

I am writing to inform you that my child [REDACTED] currently in [REDACTED] with [REDACTED] will not be re-enrolling at Brindabella Christine School for the coming school year 2019. [REDACTED] will instead be attending another private school.

Thank you for your cooperation and please acknowledge receipt of this letter.

Yours sincerely

[REDACTED]

18 June 2019

Please find below our letter to [REDACTED] Could you please confirm when this has been forwarded to [REDACTED] so I know it's been received?

Thank you both for your support and help during [REDACTED] time at Brindabella. You have both been so welcoming and kind and we wish you all the best for the future.

Kind Regards,

[REDACTED]

Dear Christine,

It is with sadness that we inform you that we need to withdraw our [REDACTED] from Brindabella Christian College. [REDACTED]

[REDACTED]

[REDACTED]

We'd like to thank everyone at Brindabella for their support, care and professionalism during [REDACTED] time there. [REDACTED] has absolutely loved coming to school each day and has grown so much in confidence and learning. Brindabella is a wonderfully unique and nurturing school and we wish you and the school community all the very best for the future.

Thank you again.

Kind Regards,

[REDACTED]

[REDACTED]

---

**From:** BCC Enrolments  
**Sent:** Thursday, 29 August 2019 10:42 AM  
**To:** [REDACTED]  
**Subject:** Fw: Cease enrollment at Brindabella

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**From:** [REDACTED]  
**Sent:** Tuesday, 20 August 2019 2:51 AM  
**To:** BCC ELC Finance <elcfinance@bcc.act.edu.au>; BCC Enrolments <enrolments@bcc.act.edu.au>; BCC Principal <principal@bcc.act.edu.au>; [REDACTED]@bcc.act.edu.au  
**Subject:** Cease enrollment at Brindabella

Dear Sir/Madam,

Further to my earlier email and previous discussions I would like to reconfirm that I would like to transfer [REDACTED] to another school as soon as possible.

Please confirm receipt.

Regards,

[REDACTED]

*NOTICE: This e-mail message is for the sole use of the intended recipient(s) and may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution is prohibited. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message.*

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**From:** [REDACTED]@bcc.act.edu.au  
**Sent:** Monday, 29 July 2019 12:06 PM  
**To:** [REDACTED] BCC ELC Finance <elcfinance@bcc.act.edu.au>  
**Cc:** BCC Enrolments <enrolments@bcc.act.edu.au>; BCC Principal <principal@bcc.act.edu.au>  
**Subject:** RE: Cease enrollment at Brindabella

[REDACTED]

-----Original Message-----

**From:** [REDACTED]

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** Tuesday, 5 February 2019 1:54 PM  
**To:** BCC Finance; [REDACTED]  
**Subject:** Student not attending

Hi Andrew, Cath and Paul,

[REDACTED] will not be attending BCC this year. I have let the parent know about the fees [REDACTED] will be charged for [REDACTED] late notice.

Blessings,

Thank you for your email. I am very sorry to see [redacted] leave- they are valued members of our College community and will be so very missed.

[redacted]

My very best wishes to the [redacted] for Semester 2.

God bless

[redacted]

[redacted]  
**Sent:** Tuesday, 4 June 2019 2:30 PM

**To:** [redacted]

**Cc:** [redacted]

**Subject:** notification of withdrawal

Dear [redacted]

This email is to officially notify the College that we will be withdrawing our [redacted] effective from 5 July.

This has been a difficult decision for us. The [redacted] have been at the College since [redacted] and have been given wonderful opportunities here. Unfortunately, with notification to the parents that the school hours will be changing in Term 3, and to date there has been no final details given, we have had to go ahead and make alternative arrangements. We do not believe that it is in the best interest of our [redacted] to have increased hours at school, and this is not what we signed up for when we enrolled them in Junior School.

[redacted]

We thank you again for the partnership of the education of our [redacted] in their early years of life.

[redacted]

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** Friday, 1 February 2019 4:46 PM  
**To:** [REDACTED] Principal  
**Cc:** [REDACTED] Enrolments  
**Subject:** Withdrawal Notice for [REDACTED]

Dear Ms Lucas

We wish to inform you that we are withdrawing [REDACTED] from Brindabella Christian College effectively immediately.

While we have been happy with the school, we live [REDACTED] and the commute for [REDACTED] leaves [REDACTED] little time for study. [REDACTED]

We wish to thank the staff of Brindabella Christian College for all the support and assistance they have given [REDACTED] for the past [REDACTED] years.

[REDACTED]

Kind regards,

[REDACTED]

[REDACTED]

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**From:** [REDACTED]  
**Sent:** Tuesday, 13 August 2019 11:12 AM  
**To:** Brindabella Christian College  
**Subject:** [REDACTED]

Good morning BCC,

It is with some sadness and regret that I must inform you that our [REDACTED] will be withdrawing from BCC. [REDACTED] last day will be this [REDACTED]

[REDACTED]

Please let me know if I need to do anything further to formalise the situation.

Kind regards,

[REDACTED]

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[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] extenuating circumstances around [REDACTED] leaving school [REDACTED]

[REDACTED] not a normal withdrawal [REDACTED]

[REDACTED]

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** Tuesday, 6 August 2019 3:42 PM  
**To:** [REDACTED] Enrolments  
**Cc:** [REDACTED]  
**Subject:** Withdrawing [REDACTED]

Good afternoon Team,

I wish to advise that I will be withdrawing [REDACTED] from Brindabella Christian College effective from [REDACTED]

[REDACTED] has very much enjoyed [REDACTED] time at BCC over the past [REDACTED], however with the overwhelming changes/and vacating of quality teachers (which has effected [REDACTED] we have chosen to transfer to another College.

We will also be moving [REDACTED] at the end of 2019.

Could you please advise if I need to provide anything else.

[REDACTED]

Kind regards

[REDACTED]

Sent from my iPhone



28 July 2019

The Principal  
Brindabella Christian College  
136 Brigalow Street  
Lyneham  
ACT 2602

Dear 



We are writing to inform you that  will be leaving Brindabella Christian College (BCC), with effect immediately. With the recent departure of the entire senior leadership team and numerous key teachers within BCC, we have lost all confidence in the ability of BCC to provide a Christian Education that encourages all community members, children, young people, staff and parents/care givers to engage fearlessly with the truth, responsibly with creation and compassionately with our neighbours.



 Unfortunately BCC has failed to provide a stable and supportive learning environment, and we have been disappointed with the overall lack of communication, transparency and the fragility in the leadership team and staff.

Sincerely,



Dear Brindabella Christian College.

I would like to inform you that



will not be returning to the College from  
~~the~~  ~~the~~



[REDACTED]

---

**From:** [REDACTED]  
**Sent:** Friday, 5 July 2019 2:05 PM  
**To:** BCC Finance  
**Cc:** [REDACTED]  
**Subject:** Withdrawal of enrolment - [REDACTED] [SEC=UNCLASSIFIED]

Good Afternoon,

With the significant number of staff changes and the increasing instability of the school I have made the decision to withdraw [REDACTED] enrolment at Brindabella Christian College.

I am hereby providing you with written notice of my withdrawal of enrolment for [REDACTED] at the end of the Term school holidays.

[REDACTED]

Kind Regards,

[REDACTED]

---

[REDACTED]

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**From:** [REDACTED]  
**Sent:** Friday, 5 July 2019 10:52 AM  
**To:** BCC Enrolments; BCC Finance  
**Cc:** [REDACTED]  
**Subject:** FW: Notice of decision to leave BCC from Term 4

Dear Enrolments and Finance

FYI and action please.



**From:** [REDACTED]  
**Sent:** Friday, 5 July 2019 10:14 AM  
**To:** BCC Principal <principal@bcc.act.edu.au>; [REDACTED]@bcc.act.edu.au  
**Cc:** [REDACTED]@bcc.act.edu.au; [REDACTED]  
**Subject:** Notice of decision to leave BCC from Term 4

Good Morning [REDACTED]

I hope this email finds you both well.

I am just writing to formally register our family's decision to leave Brindabella Christian College from Term 4 of this year. [REDACTED] will be leaving [REDACTED] and [REDACTED] leaving [REDACTED]

While we adore all the teachers and yourselves personally and have been extremely happy at BCC, the massive exodus of the incredible teachers we love and value, fundamental issues with Governance, high rotation of principals and the schools inability to replace those leaving due to its now quite bad reputation within the Canberra teaching community, have us worried about the ongoing viability of the school. While on a day to day level the remaining teachers are doing their utmost not to let any of the issues from higher up the executive chain impact upon the children, it is clear that the teachers are not sufficiently valued by the Board to stop them from leaving. Whatever the culture being propagated at the highest levels in the school at the moment, it is not representative of the christian values we hold dear. Having attempted to communicate concerns in the past and had them not even acknowledged we now feel that leaving is the only way to make it clear that changes are needed with the schools governance and that better treatment of the teachers is vital for the schools ongoing survival. As I stated in my letter to the CC earlier this year, the school is nothing without its teachers and BCC is rapidly running out of them.

This is not a decision we have made lightly and we are devastated to be leaving the community we intended our children to stay in up to year 12. We have absolutely loved our time at BCC and the beautiful families and

From: [REDACTED]  
Sent: Wednesday, 26 June 2019 10:10 PM  
To: [REDACTED]  
Subject: [REDACTED]

Dear [REDACTED]  
It is with great heartache that I write to say that we will be removing [REDACTED] from Brindabella Christian School.

[REDACTED] have been at BCC for almost [REDACTED] years, with [REDACTED] starting in [REDACTED] and [REDACTED] in [REDACTED]. The [REDACTED] have loved their time at school and we have been greatly blessed. We have never had the problem of children not wanting to go to school! And I know not many can say that – but it is testament to the fact that they have been Well Known, Well Loved and Well Taught.

They have had the privilege to be taught by some absolutely amazing teachers who have touched their lives – including - [REDACTED]. And there have been many other support and fill in teachers along the way that have just been amazing. We cannot thank them enough for their love and dedication.

[REDACTED]

So our reason for leaving is not that we are unhappy with the care or education of our children, but rather the constant decisions of the Board. I have over the [REDACTED] years seen quite a few decisions that I did not understand, have a voice for, and which did not seem pedagogically based. Most of these have been relatively minor, but more importantly, haven't filtered down or impacted the children. This last set of circumstances has though. And more importantly, we feel the way the staff at the school have been treated is unacceptable. While we've voiced our concerns to the Board, we feel they are going unheard and recent communication suggests that attitudes and decisions will not change. And thus we are left with only one way to say 'we do not believe this is the right way to treat others, or to run a Christian School' – and that is by leaving. We have been praying for many months and believe that God has confirmed this decision. As of term 3, [REDACTED] and [REDACTED] will begin at [REDACTED].

[REDACTED]

Again, I would like to thank you for the time we have had at BCC. For the love and education that has been given, and for your tireless efforts.

[REDACTED]

Blessings,

[REDACTED]

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**From:** [REDACTED]  
**Sent:** Monday, 24 June 2019 10:20 AM  
**To:** BCC Enrolments  
**Cc:** [REDACTED]  
**Subject:** [REDACTED] withdrawal

[REDACTED]

Following a series of meetings around [REDACTED] is being withdrawn from the school by [REDACTED] parents. Please can you send the paperwork required to [REDACTED] parents as soon as you can today or tomorrow?

God bless

[REDACTED]

[REDACTED]

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**From:** [REDACTED]  
**Sent:** Thursday, 30 May 2019 11:43 AM  
**To:** BCC Enrolments  
**Subject:** Withdrawal of [REDACTED]

Hello,

Can you tell me the process for withdrawing my [REDACTED] children from school for our [REDACTED] move? Their last day will be [REDACTED] Sorry for the short notice. We were anticipating the end of [REDACTED] but the employer had other ideas.

Thank you,

[REDACTED]

[REDACTED]

[Redacted]

---

**From:** [Redacted]  
**Sent:** Thursday, 31 January 2019 3:07 PM  
**To:** BCC Enrolments  
**Subject:** School Year Dates for the [Redacted] Family

Hello,

[Redacted] spoke with your office earlier today and I believe there may be some confusion. We just received our new [Redacted]. Our children will need to attend school until [Redacted] when we are scheduled to [Redacted]. We are still working out final details of our move, but as it stands, I believe with 90% certainty that we will need school attendance at Brindabella for [Redacted] until [Redacted].

[Redacted]

Please feel free to send me any questions.

Thanks,

[Redacted]

[REDACTED]

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**From:** [REDACTED]  
**Sent:** Monday, 8 April 2019 8:20 AM  
**To:** [REDACTED]  
**Subject:** [REDACTED]

[REDACTED]

FYI

[REDACTED]

---

**From:** [REDACTED]  
**Sent:** Sunday, 7 April 2019 9:05 PM  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** [REDACTED]

Dear [REDACTED]

Our family has made the decision to move to [REDACTED] in [REDACTED]. For this reason we will be withdrawing [REDACTED] and [REDACTED] from enrolment at Brindabella Christian College at the conclusion of term [REDACTED].

We have been extremely impressed by and grateful for the care and quality of education our [REDACTED] have received during their time at BCC. It's unfortunate we can't take your fabulous school with us.

Please accept this email as our 1 term notice period.

Kind regards,

[REDACTED]

✓

[Redacted]  
-----  
**From:** [Redacted]  
**Sent:** Friday, 22 February 2019 9:36 AM  
**To:** BCC Enrolments  
**Subject:** to Business Manager and the Charnwood Principal

[Redacted]  
My name is Vincent. My reason for leaving is that I will withdraw from the school before [Redacted] Charnwood. Because my job is to follow before [Redacted] leave. Thank you. [Redacted] before [Redacted] Is there anything I need to

Regards  
[Redacted]



[Redacted]  

---

**From:** [Redacted]  
**Sent:** Wednesday, 20 February 2019 10:57 AM  
**To:** [Redacted]  
**Cc:** [Redacted]  
**Subject:** FW: Withdrawal from Enrolment at BCC - Notification

[Redacted]  
For actioning,

Kind Regards

[Redacted]

[Redacted]

**From:** [Redacted]  
**Sent:** Wednesday, 20 February 2019 10:26 AM  
**To:** [Redacted]  
**Cc:** [Redacted]  
**Subject:** Withdrawal from Enrolment at BCC - Notification

Dear all

FYI



**From:** [redacted]  
**Sent:** Wednesday, 3 July 2019 8:19 PM  
**To:** [redacted]  
**Subject:** [redacted]  
**Importance:** High



[redacted] will be finishing at BCC tomorrow and not returning in term [redacted]

I would like to thank you both for looking after them both and also assisting us and welcoming our family  
To BCC.

God Bless and we always will remember you support and friendliness.

[REDACTED]

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**From:** [REDACTED]  
**Sent:** Monday, July 8, 2019 2:13 AM  
**To:** [REDACTED]  
**Subject:** Re: FW: [REDACTED]

[REDACTED]

[REDACTED]

**From:** [REDACTED]  
**Sent:** Friday, 5 July 2019 8:39 AM  
**To:** [REDACTED]  
**Subject:** Re: FW: [REDACTED]

Thank you [REDACTED] for your message,

Due to circumstances out of our control [REDACTED]

We thank you for your support and understanding.

[REDACTED]

[REDACTED]

On Thu, 4 Jul 2019 at 9:40 pm, [REDACTED]

[REDACTED]

I am so sorry to see that you and the family are leaving. It's been lovely to have you here and I wish you all the best for the future. Please let me know if there is anything you need to discuss.

[REDACTED]

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**From:** [REDACTED]  
**Sent:** Thursday, 4 July 2019 12:13 PM  
**To:** [REDACTED]  
**Subject:** FW: [REDACTED]  
**Importance:** High

[REDACTED]

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**From:** [REDACTED]  
**Sent:** Monday, 10 June 2019 11:37 PM  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** [REDACTED]

Dear [REDACTED]

[REDACTED]

After much reflection and discussion with [REDACTED] I think it would be best to withdraw [REDACTED] from BCC from term [REDACTED]. This is partly for financial reasons,

[REDACTED] The main reason, though, is that [REDACTED] has said [REDACTED] will try to commit to [REDACTED] studies at a new school [REDACTED]

[REDACTED]

In finishing, I would like to say how grateful [REDACTED] are to you and the BCC staff for working so hard to help [REDACTED] improve, despite the most trying of circumstances. The Christian ethos shines through in everything you do, and I cannot speak highly enough of the school. I know that [REDACTED] recognises the kindness and genuine care that BCC staff have shown towards him.

With kind regards and much gratitude,

[REDACTED]

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**From:** [REDACTED]  
**Sent:** Wednesday, 12 June 2019 10:39 PM  
**To:** BCC Principal  
**Cc:** Brindabella Christian College  
**Subject:** Withdrawal of students notice - 12 June 2019  
**Attachments:** Withdrawal Brindabella BCC 2019 v2.pdf

Dear Christine,

We wish to advise the withdrawal of our family from Brindabella Christian College at the conclusion of Term [REDACTED]. Please find attached the letter of notice.

We have sadly *lost faith in the board* at BCC to fulfil their role in leadership of the school with transparency, integrity and in the best interests of christian education.

We wish you (personally) the very best as you continue to serve in the role of principal and pray that God-willing there might be a reformation within the board to again lead the school in a Christ-like manner.

Thanks,  
[REDACTED]



Principal  
Brindabella Christian College  
136 Brigalow Street  
Lyneham ACT 2602

June 12, 2019



**Re: Withdrawal of Students Notice**

Regretfully we advise that both [redacted] and [redacted] will be finishing up at Brindabella Christian College at the end of Term [redacted] 2019.

Both [redacted] and [redacted] will be [redacted] to [redacted] in [redacted] at the beginning of Term [redacted], 2019.

Sincerely,



[REDACTED]

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**From:** [REDACTED]  
**Sent:** Friday, 14 June 2019 2:45 PM  
**To:** BCC Enrolments  
**Subject:** [REDACTED] 2020 schooling.

Dear Sir/Madam,

I am writing to inform you that [REDACTED] will not be attending Brindabella Christian College in 2020.

We have decided to enrol [REDACTED] in [REDACTED] which is walking distance from home. Also [REDACTED] offers a wide range of non-academic subjects which might be more suitable to [REDACTED] requirements.

Thanking you for all support and assistance.

[REDACTED]

[Redacted]

**From:** [Redacted]  
**Sent:** Thursday, 4 July 2019 3:06 PM  
**To:** BCC Enrolments; BCC Finance  
**Cc:** [Redacted]  
**Subject:** FW: Formal Notice [sec = unclassified] [SEC=UNCLASSIFIED]

Hi Finance and Enrolments

FYI and action please re the withdrawal of two more students.

[Redacted]

**From:** [Redacted]  
**Sent:** Thursday, 4 July 2019 3:00 PM  
**To:** [Redacted]  
**Subject:** Formal Notice [sec = unclassified] [SEC=UNCLASSIFIED]

**UNCLASSIFIED**

[Redacted] formally informed BCC that both [Redacted] are leaving at the end of this week.

Thank-you for everything you have done both at the college and elsewhere but the [Redacted] education is too important to be mired in politics and interference by the board.

While I drafted a letter to the board outlining key deficiencies for the board, (and while [Redacted] may convince me otherwise) I no longer think there is any point finishing it, particularly with rumoured departure of [Redacted]. The scenario's and issues that I have documented are so peculiar that to anyone that hadn't experienced it first had would have to conclude that it was fictitious.

[Redacted]