15 July 2015

Mr John Lewis

By email: REDACTED

Dear Mr Lewis

Royal Commission into Institutional Responses to Child Sexual Abuse (Royal Commission)
Case Study 31: Geelong Grammar School – request for statement

We refer to the telephone discussion between you and Tony Giugni on 15 July 2015.

We confirm that the Royal Commission intends to hold a public hearing in Melbourne commencing on 1 September 2015 in relation to the response of Geelong Grammar School to allegations of child sexual abuse perpetrated by teachers and other employees of Geelong Grammar against a number of students. While the scope and purpose of the public hearing has not been settled or advertised we anticipate that the public hearing will inquire into:

2. The systems, policies and procedures in place at Geelong Grammar in relation to raising and responding to concerns about child sexual abuse.
3. Regulatory system that governs Geelong Grammar’s response to allegations of child sexual abuse and the protection of children in its case.
4. Any related matters.

Request for a statement

The Royal Commission requests that you prepare a statement addressing the matters set out in the Schedule to this letter.

Form of the statement

We request that your statement contain information set out in a chronological narrative. The statement should address, where possible, the specific matters described in the Schedule. Where appropriate, the statement should refer to relevant documents, copies of which should also be included. The issues and questions set out in the Schedule are not intended to limit the matters to be addressed and all relevant matters should be included.

GPO Box 5283 Sydney NSW 2001 Australia T 1800 099 340 W childabuseroyalcommission.gov.au
The Royal Commission requests that your statement be prepared no later than 5 August 2015. At that time the Royal Commission will issue a notice for their production and may summons you to give evidence at the public hearing.

Legal representation and financial assistance

You can be legally represented while preparing for, and at, the hearing. If you wish to seek legal advice or representation about giving evidence, you can speak with knowmore or another legal service of your choice. knowmore is a legal service which has been established by the Commonwealth Government to provide free legal advice and assistance to people engaging with the Royal Commission. If you need help finding a lawyer, knowmore can refer you to a lawyer who can provide legal representation. More information on knowmore can be found at www.knowmore.org.au or you can contact them on 1800 605 762.

There are two types of financial assistance available to witnesses to help with the cost of appearing before the Royal Commission.

Legal financial assistance is a grant to cover the reasonable costs of legal representation and disbursements relating to the provision of evidence to the Royal Commission. Legal Financial Assistance is provided by the Commonwealth Attorney-General’s Department. Information is available from their website http://www.ag.gov.au/LegalSystem/Legalaidprogrammes/Commonwealthlegalfinancialassistance/Pages/AssistanceForPeopleEngagingWithTheRoyalCommissionintoInstitutionalResponsesToChildSexualAbuse.aspx or by contacting the Financial Assistance Section on 02 6141 4770 or email RCFinass@ag.gov.au.

Witness expense assistance is a payment to assist with the costs of attending a hearing. Expenses covered include a daily appearance fee that is an entitlement for all witnesses. Witnesses may also be entitled to payments for travel, accommodation and lost income. Financial assistance for witness expenses is provided by the Royal Commission.

Please contact the Witness Support Team at the Royal Commission for further information, by email: witnessinfo@childabuseroyalcommission.gov.au or by phone: 1300 229 776.

Please contact Kimberley Rose on 02 8284 2415 or kimberley.rose@childabuseroyalcommission.gov.au if you would like to discuss any aspect of this letter.

Yours sincerely,

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Solicitor Assisting
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