



Catholic Education
SOUTH AUSTRALIA

Catholic Education Centre

116 George Street Thebarton SA 5031
PO Box 179 Torrensville Plaza South Australia 5031
Telephone: (08) 8301 6600
Facsimile: (08) 8301 6611
ISD: 61 8 8301 6600
Email: director@ceo.adl.catholic.edu.au
www.ceo.adl.catholic.edu.au

Facsimile

TO: ARCHBISHOP WILSON
ORGANISATION: CATHOLIC CHURCH OFFICE
FAX NO: 8210 8187

FROM: ALLAN DOOLEY
DATE: 18 FEBRUARY, 2002

*OK
Enclosure for
[unclear]*

Number of pages including this page: 4 Please telephone if correct number of pages is not received

Message:

Dear Archbishop Wilson

Please find attached the first draft of a set of Terms of Reference for an investigation into St Ann's Special School and, in particular, the way matters were handled at the time. They are composite in that they purport to cover all identifiable issues. It may be that we wish to split the inquiry into two parts, one dealing with Claude and his role in the affair and the other covering the wider issues of post-incident care for the students and their families.

It does not cross into the areas of assessing claims at this stage as I presumed such would remain within Towards Healing.

I have listed this for further discussion for our meeting tomorrow.

Regards

Allan

TERMS OF REFERENCE

ST ANN'S SPECIAL SCHOOL

The Investigator is empowered and requested:-

1. To inquire into and to identify the policies and practices (if any) at St Ann's Special School ("St Ann's") during the period from the commencement of 1986 to the end of 1991 ("Relevant Period") in respect of the advertising for, interviewing, selection and appointment of staff members ("Selection Process").
2. To ascertain whether or not during the Relevant Period there was anything in the nature of a "usual" or "normal" practice in respect of the Selection Process.
3. To ascertain how and by whom the "usual" or "normal" practices (if any) were developed.
4. To inquire into and report on the process by which Brian Perkins was appointed to the staff at St Ann's in 1986 and in particular whether or not that process was consistent with the "usual" or "normal" practice.
5. To ascertain whether or not Brian Perkins was reappointed to the staff at St Ann's in 1989 and to report on the circumstances giving rise to that reappointment.
6. To review and to report on the conduct of the then Principal Claude Haman in the Selection Process as it related to the appointment of Brian Perkins.
7. To ascertain whether or not reasonable steps were taken (and, if so, by whom) in the Selection Process to identify any cause for concern as to the character or suitability of Brian Perkins prior to his appointment to the staff at St Ann's in 1986 or in 1989.
8. Specifically, to inquire into the Selection Process in relation to Brian Perkins and to ascertain whether or not any inquiry was made to the police in respect of Brian Perkins and, if so:-
 - 8.1 when (in relation to the interview and appointment of Brian Perkins) that inquiry was made;
 - 8.2 by whom it was made;
 - 8.3 in what form (i.e. a verbal, written etc) it was made;
 - 8.4 to whom the inquiry was made;
 - 8.5 by whom any response to the inquiry was given;

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- 8.6 the form (i.e. a verbal, written etc) in which the response was given;
 - 8.7 to whom the response was given;
 - 8.8 when (in relation to the interview and the subsequent appointment of Brian Perkins) the response was given;
 - 8.9 whether the response was one on which the recipient (and particularly Claude Haman) was reasonably entitled to rely.
9. To inquire into and to identify what communications (if any) occurred between Claude Haman (or any other member of staff at St Ann's) and any one or more of:-
- 9.1 the Board of Management of St Ann's;
 - 9.2 the Board of Governors of St Ann's;
 - 9.3 the Catholic Education Office; and
 - 9.4 the Catholic Church or any of its representatives, divisions or constituencies;

in relation to and consequent on the allegations of sexual abuse by Brian Perkins being raised with Claude Haman by the police in or about September 1991 and in particular to identify:-

- 9.5 the person or persons with whom Claude Haman had those communications;
- 9.6 the form (i.e. verbal, written etc) those communications took;
- 9.7 when those communications occurred;
- 9.8 where those communications occurred;
- 9.9 the contents of those communications;
- 9.10 what steps or actions were taken as a consequence of the communications and by whom those steps or actions were taken; and
- 9.11 specifically, whether or not the allegations against Brian Perkins were discussed or considered in any way by the Board of Management, the Board of Governors or by any one or more of the members of either of them.

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10. To inquire into and to report on what steps have been taken by Claude Haman, by any other member or former member of the staff at St Ann's, by the Board of Management, by the Board of Governors, by the Catholic Education Office, by the Catholic Church or by any other entity ("Support Entities") to identify the students and their families who may have been affected by the alleged conduct of Brian Perkins.
11. To inquire into and to identify what support, assistance or other care is being and has been provided by the Support Entities and, if so, by which of them, to students and to the families of the students who may have been affected by the alleged conduct of Brian Perkins.
12. To identify what support or other assistance was not provided in 1991 or has not been provided since 1991 by the Support Entities (and, if so, by which of them) which reasonably ought to have been provided in all the circumstances.



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TO: ARCHBISHOP WILSON
ORGANISATION: CATHOLIC CHURCH OFFICE
FAX NO: 8210 8187

RECEIVED
12 FEB 2002

FROM: ALLAN DOOLEY
DATE: 12 FEBRUARY, 2002

BY:

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Message:

Dear Archbishop Wilson

Please find attached a memo from me regarding St Ann's Special School and a conversation I recently had with Karen Rogers.

Should you require any further information at this stage please do not hesitate to let me know.

Regards

Allan