

Professional Standards Office

Established by the Bishops and Leaders of Religious Institutes
Of the Catholic Church
in South Australia

Postal Address: GPO Box 1364
Adelaide 5001

Address: Catholic Diocesan Centre
39 Wakefield Street Adelaide 5000

Telephone: 08 8223 5890
Fax : 08 8223 1572

Email: receptionprofstandards@adelaide.catholic.org.au

ABN: 29 608 297 01

Memorandum

COPY

To: Monsignor David Cappelletti

From: Sue Cain

Subject: St Ann's Report – advice provided by Mr Brian Hayes QC

Date: 21st June 2004

The advice provided by Brian Hayes QC, highlighted a number of deficiencies. The following is a summary of major issues.

Governance of the School

- 1975 Constitution was written in very general terms (made more specific in 1992).
- Governors maintained very limited contact with the school. No process for interim reports, no record of the Chair of the Board of Management attending the Board of Governors meeting.

Recruitment and Selection

- Principal had not developed any process to follow in relation to selection of staff.
- No policies or procedures in relation to selection and engaging staff had been determined by the Board of Management or the Catholic Education Office.
- There was no adequate record of steps taken in advertising, short listing, interviewing, reference checking and the resultant appointment of Brian Perkins.
- The decision was made unilaterally by the principal, with no consultation with any member of the staff or the Board of Management.
- No proper investigation was made into Brian Perkins' background history including police checks.

Other Issues

- No policy or procedures of screening of volunteers apparent (Hawkes).
- No policy regarding provision of respite care by staff members.

After allegations were raised in 1991

- Board of Management not informed (despite some individual members being aware).
- Board of Governors not informed.
- Poor understanding of dynamics and effects of abuse and the responsibility for duty of care to the wider school community was demonstrated by key personnel.
- No clear process or procedures were in place for Principal to utilise and ensure that appropriate people were informed.

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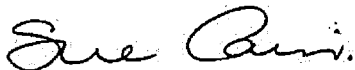
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- No procedures or process in place to ensure that a planned response was implemented including:
 - Identification of students harmed
 - Support and pastoral care to students, parents and family members, staff members and others affected
 - Risk analysis, identification of problems and necessary steps to ensure a safe environment
- Lack of written communication evident or any procedure for appropriate storage of this.

Yours sincerely,



Sue Cain
Director