



**Children's Court  
Victoria**

**PRACTICE DIRECTION**

**No. 2 of 2012**

**AUTHORITY TO PROVIDE DIGITAL RECORDINGS OF PROCEEDINGS**

**Background:**

This Practice Direction is issued pursuant to Section 592 of the *Children, Youth and Families Act 2005*.

This Practice Direction revokes Practice Direction 1 of 2006.

**Purpose:**

This Practice Direction clarifies the application process for obtaining digital recordings of proceedings in the Children's Court.

1. Any party to a Children's Court proceeding may apply for a copy of a digital recording of the proceeding.
2. The application must be filed with the Registrar who will refer it to the Judicial Officer who presided over the case. The Judicial Officer will determine whether the recording(s) may be released.
3. A Judicial Officer who authorizes the release of a recording will sign and date the authority contained in the application form.
4. In the event that the presiding Judicial Officer is not available to provide such authorization, the application will, in the event of a Melbourne or Moorabbin Children's Court case be referred to the President of the Children's Court for determination. In the event of a case from another court, the application will be referred to the Regional Co-ordinating Magistrate of that court for determination.
5. No copies of digital recordings will be provided without the signed authority of a Judicial Officer and the payment of the appropriate fee.
6. A copy of the form of the application is attached to this Practice Direction.

Judge Paul Grant  
President  
Children's Court of Victoria

2 February 2012



Children's Court  
Victoria

**Request for Copy of Digital Recording**

**CASE DETAILS**

Case number: \_\_\_\_\_ Case name: \_\_\_\_\_  
Case type: \_\_\_\_\_ Case before magistrate: \_\_\_\_\_  
Hearing date: \_\_\_\_\_ Number of days to be copied: \_\_\_\_\_

**APPLICANT'S DETAILS**

Person ordering copy: \_\_\_\_\_

Organisation: \_\_\_\_\_

Capacity:  Informant  Child  DoHS  legal rep for \_\_\_\_\_  
(please tick)  Other: \_\_\_\_\_ (please specify)

Region number: (VPOL only) \_\_\_\_\_

Reason for request: \_\_\_\_\_

Contact telephone number: \_\_\_\_\_

Postal address: (for delivery, if applicable)

City/Suburb: \_\_\_\_\_ Postcode: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: / /

**FEES**

Number of days to be copied: \_\_\_\_\_ @ \$55 per day = total fee: \$ \_\_\_\_\_

Approved by:

I \_\_\_\_\_ (President / Magistrate) authorise copies of the above proceedings to be provided to the applicant of this request.

Signed: \_\_\_\_\_ Dated: \_\_\_ / \_\_\_ / \_\_\_\_\_

**NOTE: DIGITAL RECORDINGS ARE PROVIDED ON PC CD-ROM AND CANNOT BE PLAYED ON A CD PLAYER. TRANSCRIPTION SERVICES ARE NOT AVAILABLE AT THE COURT**

**WARNING**

**Pursuant to s.534 of the Children, Youth and Families Act 2005, a person must not publish or cause to be published any particulars that may lead to the identification of a particular venue of the Children's Court in which the proceeding was heard or a child, witness or party in the proceeding.**

**PENALTY: In the case of a body corporate: 500 penalty units, in any other case: 100 penalty units or imprisonment for 2 years.**