



FAMILY COURT OF AUSTRALIA

COMMUNICATION WITH CHAMBERS PROTOCOL

It is not appropriate under any circumstances for any party, or any legal practitioner, to contact a judge about a matter for which the judge is responsible.

It is not appropriate to contact a judge's associate UNLESS all parties are in agreement that this should occur. Any communication that does occur should be in accordance with this protocol.

All communications, unless otherwise directed, should be via the Docket Registrar assigned to the file by emailing brisbane.casecoordinator@familycourt.gov.au.

Should it become necessary to contact the Judge's associate, it is expected that:

- The party and/or practitioner seeking to contact the judge will FIRST contact each other party or practitioner involved in the case. Any necessary communication to the judge's associate will thereafter be by joint communication and in writing;
- In the event that genuine urgency, or other good reason, is said to prevent a joint written communication occurring, the party seeking to contact the judge's associate should first seek, in writing, consent from each other party to contact being made and provide full details of the reason for, and nature of, the communication;
- In cases of genuine urgency or in the event that consent is not forthcoming within a reasonable period of time, contact with the Judge's associate should be made, in writing, and contemporaneously, a copy of that communication forwarded to each other party / practitioner
- A party should not seek to have oral communication with the Judge's associate save in grave and extraordinary circumstances,
- In all cases, except in grave and extraordinary circumstances, all communications from the judge's associate will occur in writing and be sent contemporaneously to all parties / practitioners.
- Case managers and docket registrars will be reminded of these arrangements and, similarly, those taking calls on the 1300 number