

## Summary order of Proceedings in Criminal Matter

| Role                      | Responsibility   | Timing                         |
|---------------------------|--|--------------------------------|
| Magistrate's Clerk        | Provides score sheet and Solicitors' Pre-Trial notes to Magistrate   | Prior to commencement of trial |
| Magistrate                | Reviews Solicitors' Pre-Trial notes  | Prior to commencement of trial |
| Court Officer             | Opens court  | n/a                            |
| Magistrate's Clerk        | Calls case   | n/a                            |
| 1st Prosecution Barrister | Gives opening address for Prosecution  | 5 minutes                      |
| 1st Prosecution Barrister | Calls 1st prosecution witness  | n/a                            |
| Magistrate's Clerk        | Obtains copies of 1st prosecution witness/s statement from prosecution team and provide to defence team for review | 3 minutes for review           |
| Court Officer             | Swears 1st prosecution witness   | n/a                            |
| 1st Prosecution Barrister | Examines-in-chief 1st prosecution witness  | 15 minutes                     |
| 1st Defence Barrister     | Cross-examines 1st prosecution witness   | 15 minutes                     |
| 2nd Prosecution Barrister | Calls 2nd prosecution witness  | n/a                            |
| Magistrate's Clerk        | Obtains copies of 2nd prosecution witness/s statement from prosecution team and provide to defence team for review | 3 minutes for review           |
| Court Officer             | Swears 2nd prosecution witness   | n/a                            |
| 2nd Prosecution Barrister | Examines-in-chief 2nd prosecution witness  | 15 minutes                     |
| 2nd Defence Barrister     | Cross-examines 2nd prosecution witness   | 15 minutes                     |
| 2nd Prosecution Barrister | Closes case for the prosecution  | n/a                            |
| 1st Defence Barrister     | Gives opening address for Defence  | 5 minutes                      |

|                           |  |                                  |
|---------------------------|--|----------------------------------|
| 1st Defence Barrister     | Calls 1st defence witness (defendant)  | n/a                              |
| Magistrate's Clerk        | Obtains copies of 1st defence witness/s statement from defence team and provide to prosecution team for review | 3 minutes for review             |
| Court Officer             | Swears 1st defence witness   | n/a                              |
| 1st Defence Barrister     | Examines-in-chief 1st defence witness  | 15 minutes                       |
| 1st Prosecution Barrister | Cross-examines 1st defence witness   | 15 minutes                       |
| 2nd Defence Barrister     | Calls 2nd defence witness  | n/a                              |
| Magistrate's Clerk        | Obtains copies of 2nd defence witness/s statement from defence team and provide to prosecution team for review | 3 minutes for review             |
| Court Officer             | Swears 2nd defence witness   | n/a                              |
| 2nd Defence Barrister     | Examines-in-chief 2nd defence witness  | 15 minutes                       |
| 2nd Prosecution Barrister | Cross-examines 2nd defence witness   | 15 minutes                       |
| 2nd Defence Barrister     | Closes case for the defence  | n/a                              |
| Court Officer             | Adjourns court for short recess  | 10 minutes                       |
| Court Officer             | Re-opens court   | n/a                              |
| 2nd Prosecution Barrister | Gives closing address for the prosecution  | 15 minutes                       |
| 2nd Defence Barrister     | Gives closing address for the defence  | 15 minutes                       |
| Court Officer             | Adjourns court   | n/a                              |
| Magistrate's Clerk        | Provides time-sheet and list of objections and Solicitors' Trial notes to Magistrate                           | n/a                              |
| Magistrate                | Reviews time-sheet and list of objections and Solicitors' Trial notes  | n/a                              |
| Magistrate                | Finalises and tallies scores and invites teachers to check scores and raise any issues                         | n/a                              |
| Magistrate                | Delivers judgment on the case and announces the scores of each team  | n/a                              |
| Court Officer             | Closes court   | n/a                              |
|                           |  | TOTAL TIME ALLOWED:<br>2-3 hours |