

A Quick Guide to the Question Time Role-play House of Representatives

Role-play stages	<i>Interpretation</i>
<p>Entrance</p> <ol style="list-style-type: none"> 1. The Clerk rings the bell and asks members to stand. 2. The Serjeant-at-Arms leads the Speaker into the chamber, announces the Speaker and places the Mace on the table end. 3. The Speaker sits and asks everyone in the chamber to sit. 	<ul style="list-style-type: none"> • <i>Standing is a sign of respect.</i> • <i>Traditionally, the Serjeant-at-Arms protects the Speaker.</i>
<p>Commencement</p> <ol style="list-style-type: none"> 1. The Speaker makes announcements and asks the Clerk to read the rules. 2. The Clerk reads the rules. 	<ul style="list-style-type: none"> • <i>The rules ensure that an orderly atmosphere is maintained in the chamber.</i>
<p>Optional: Party meeting to distribute portfolios and to plan questions and strategies.</p>	
<p>Opposition question</p> <ol style="list-style-type: none"> 1. The Speaker calls a member of the opposition to ask the first question. 2. The member of the opposition directs a question to a minister and sits down. 3. The Speaker directs the minister to answer the question. 4. The minister answers the question and sits down. 	<ul style="list-style-type: none"> • <i>Questions to ministers are rotated between opposition, government and Independent members.</i> • <i>Ministers can only be asked questions that relate to their portfolio.</i>

<p>Government question</p> <ol style="list-style-type: none"> 1. The Speaker calls a government backbencher to ask a question. 2. The government backbencher directs a question to a minister. 3. The Speaker directs the minister to answer the question. 4. The minister answers the question and sits down. 5. The Speaker repeats the process (alternating between government and non-government questions) until there is either no more time or no more questions. 6. The Prime Minister requests that all further questions be placed on the Notice Paper. 	<ul style="list-style-type: none"> • <i>Question Time runs for sixty to ninety minutes daily when the Parliament is sitting.</i>
<p>Adjournment</p> <ol style="list-style-type: none"> 1. The Speaker announces that Question Time is over. 2. The Clerk asks members to stand. 3. The Serjeant-at-Arms leads the Speaker from the chamber. 	<ul style="list-style-type: none"> • <i>Standing is a sign of respect.</i> • <i>By tradition, the Serjeant-at-Arms protects the Speaker.</i>