

Children Panel Accreditation Scheme

Transfer of panel membership

Education and Training Unit
Version 1

(Please read the accreditation scheme procedures before completing this application form)

Name

Firm or local authority

Please return completed questionnaire with a cheque for £293.75 (inclusive of VAT) to

The Finance Department
The Law Society
Ipsley Court
Redditch
Worcestershire
B98 0TD

or DX 19114 Redditch

1. ID or roll number 2(a) Title (Mr, Ms, Mrs, Miss etc)

2(b) Applicant's full name (surname first, forenames following)

3. Languages spoken (including sign language)

4. Name & address of firm/local authority Telephone number

Fax number

DX number and area

Email address

5. Expiry date of current scheme membership

6. Type of membership

7. On what date did you take up your current appointment?

8. What is the nature of your new employment? Local authority Private practice

9. Do you hold a current unconditional practising certificate? Yes No

10. Current caseload. Please give the number of cases you are personally dealing with

a) Private law	
b) Public law	
c) Adoption	
d) Other (please specify) (may include criminal proceedings)	

e) On a separate type written/word processed sheet, please give a brief synopsis of your personal advocacy experience over the last 12 months

11. Give details of training courses undertaken relevant to family/children law issues in the last 12 months or since you took up your new post

12. **Declaration**

I understand that I must be a fit and proper person to be a member of the Solicitors Regulation Authority (SRA) Children Panel Accreditation Scheme and I undertake immediately to inform the SRA of any matter which may have a bearing on my fitness to be a member of the panel.

I certify that all information given in this form is to the best of my knowledge and belief correct.

I have read and agree to abide by the procedures for the SRA's Children Panel Accreditation Scheme.

Data Protection Act 1998

I understand that details of my membership of a professional accreditation scheme will be published from time to time by the SRA. The data used for such publication will be that contained in the SRA's central solicitors' data base and may include: my name, my firm's name, my main practising address, practice telephone number, fax number and e-mail address and details of my firm's web site where appropriate.

I **do/do not*** wish to have my membership of a professional accreditation scheme made available to other selected organisations for the purposes of marketing suitable products relevant to my membership. (* *Delete as appropriate*).

Signed Date

Note:

1. The attached certificate of undertaking must be signed and returned with this application only if you are transferring from local authority to private practice.
2. The current application fee (£293.75 including VAT) must accompany this application form.

Annex A

The Solicitors Regulation Authority Children Panel Accreditation Scheme Undertaking

I undertake that, when representing a party in proceedings covered by the Children Act 1989

- 1 Subject to paragraph 2, I will not normally delegate the preparation, supervision, conduct or presentation of the case, but will deal with it personally.
- 2 In each case I will consider whether it is in the best interests of my client to instruct another advocate in relation to the presentation or preparation of the case.
- 3 If it is in the best interests of my client, or necessary, to instruct another advocate,
 - 3.1 I will consider and advise my client or the children’s guardian (if applicable) who should be instructed in the best interest of my client.
 - 3.2 I agree that, save in exceptional circumstances, any advocate that is instructed will either be
 - a) another Children Panel Accreditation Scheme member (approved as a Children Representative if my client is a child) or
 - b) a member of the Bar on my Practice’s approved Counsel list.
- 4 I will obtain an undertaking from that advocate to
 - a) attend and conduct the matter personally unless an unavoidable professional engagement arises
 - b) take all reasonable steps to ensure that so far as reasonably practicable a conflicting professional engagement does not arise.

Signed Date

Name in block capitals

Note To be signed by applicants in Private Practice only