A close up of a logo

Description automatically generated<<familyManCaseNumber>>

**Standard directions order**

**<<generationDate>>**

HHJ Malcolm Sharpe

Family Court Swansea

This order was made on << generationDate >> and comes under The Children Act 1989.

**Next hearing**

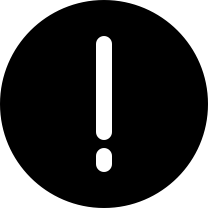
|  |  |
| --- | --- |
| **Venue** | << hearingVenue >> |
| **Date** | << hearingDate >> |
| **Pre-hearing attendance** | << preHearingAttendance >> |
| **Hearing** | << hearingTime >> |

Parties and their legal representatives must attend pre-hearing discussions.

**Complying with this order**

The 26 week time limit runs out on << complianceDeadline >>.

Let the case management judge know as soon as possible if you cannot comply with any of these directions and you need to ask for an extension.

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**If any party does not follow these directions or does not attend the hearing without a good reason, the court may make final orders, including care orders and placement orders, at that hearing.**

**Confidentiality**

The names of the family and children must not be disclosed in public without the permission of the court.

|  |  |  |
| --- | --- | --- |
| **Children in the case** |  |  |
| << rr\_children >> |  |  |
| **<<nam >>** | <<gender>> | Born <<dateOfBirth>> |
| << er\_children >> |  |  |

|  |  |
| --- | --- |
| **Parties in the case** |  |
| **Applicant** | <<courtName>> |
| **First respondent** | Geraldine Young, mother AWAITING CLARIFICATION |
| **Second respondent** | Harold Young, father of Jim Young AWAITING CLARIFICATION (what if more respondents) |

**Orders**

**1.** This case is allocated for case management to HHJ Andrew Berkley. They will oversee the case and make decisions at all hearings.

**For all parties**

**2. Request permission for expert evidence by 11am, 11 June 2019**

Your request must be in line with Family Procedure Rules part 25 and Practice Direction 25C. Give other parties a list of names of suitable experts.

**3. Request help to take part in proceedings by 11am, 11 June 2019**

Make an application to the court if you believe any party or witness needs help with:

• understanding proceedings and their role in them in court

• putting their views to the court

• instructing their representatives before, during and after the hearing

• attending the hearing without significant distress

If possible, include in your application:

• why the party or witness would benefit from help

• the kind of help that would benefit them the most in giving evidence or participating, and is practically possible

• written confirmation from any relevant witnesses of their view

**4. Ask for disclosure by 4pm, 13 June 2019**

Serve requests for disclosure on any third parties, for example the police or a hospital.

If you plan to ask for a disclosure order at the case management hearing, let the third party know in writing. Include a copy of this order.

Anything disclosed in this case is confidential. It cannot be shown to any third party without the court’s permission.

**5. Arrive at court on 19 June 2019 at 2:30pm**

Parties and their legal representatives must come to court one hour early for pre-hearing discussions.

**6. Attend the pre-hearing and hearing at [Swansea Civil Court] on 30 June 2019 at 2:30pm**

**7. Contact alternative carers as soon as possible**

Contact anyone who might want to be a carer if your preferred plan proves to be impossible. Give their contact details to the Local Authority.

**For the local authority**

**8. Serve application and documents  by 4pm, 1 June 2019**

Give all parties access to all documents sent to the court, including:

• the application form

• annex documents

• evidential checklist documents

• any documents sent later on

**9. Send missing annex documents to the court and all parties by 4pm, 1 June 2019**

• Social work chronology

• Social work statement

• Family tree (genogram)

• Social work assessment

• Care plan

• Threshold document

• Index of checklist documents

**10. Identify alternative carers by 4pm, 1 June 2019**

Contact the parents to make sure there is a complete family tree showing family members who could be alternative carers.

**11. Send translated case documents to [name] by 11am, 11 June 2019**

The local authority must send translations of case documents to [name] in a language they understand.

This must include documents that the local authority relies on to support allegations and explain why they have made their application for an order.

**12. Lodge a bundle by 4pm, 13 June 2019**

It must comply with practice direction 27A from Family Procedure Rules 2010.

**13. Send case summary to all parties by 11am, 17 June 2019**

Send to the court and all parties.

**14. If there is an issue with jurisdiction**

The court has jurisdiction, based on all of the relevant law and facts, for example habitual residency.

If there is an issue, consider it urgently. Ask the relevant state authority for information needed to decide where jurisdiction lies. Bring this information to the case management hearing.

If the child is a foreign national, tell the consulate or embassy in writing that these proceedings are happening and the date of the next hearing by 11am, 9 June 2019.

Invite any representations to be made to the court by 11am, 11 June 2019.

**For the parents or respondent**

**15. Send response to threshold statement to all parties by 11am, 11 June 2019**

Send a written statement to the court and all parties, showing:

• the parents’ response to the local authority’s threshold statement

• the parents’ proposals for placing the children, immediately and long-term

• whether they agree to a family group conference if one has not taken place yet

If the parents do not do this, the court can assume they do not disagree with allegations in the threshold statement.

**For Cafcass**

**16. Arrange an advocates’ meeting by 4pm, 13 June 2019**

All of the advocates who will appear at the related hearing must attend.

**17. Send the children’s guardian’s analysis to all parties by 11am, 17 June 2019**

Send to the court and all parties.

**18. Appoint a children’s guardian by 11am, 31 May 2019**

Preferably Janice Evans

**For other parties**

**19. Object to a request for disclosure by 4pm, 17 June 2019**

If you object to the disclosure request, attend the case management hearing or write to the court to explain your objection.

Anything disclosed in this case is confidential. It cannot be shown to any third party without the court’s permission.

**For the court**

**20. Arrange interpreters 11am, 11 June 2019**

At all hearings, the court must arrange an interpreter for [name] in a language they understand.

**Customs orders**

<<rs\_directions>>

**<<title>>**

<< body >>

<<es\_directions>>