## APPENDIX

Rule 1(4)

Rule 8(1)

## Form 1APPLICATION FOR AN ADOPTION ORDER UNDER SECTION 29 OR 30 OF THE ADOPTION AND CHILDREN (SCOTLAND) ACT 2007

Petition of

	[A.B.] (full name of first petitioner)
	(insert any previous surname(s))
*delete as appropriate	*and
	[C.D.] (full name of second petitioner)
	(insert any previous surname(s))
	(insert address)
	[or serial number where allocated] for authority to adopt the child
	(insert full name of child as shown on birth certificate) who was born on (insert child's date of birth)
	(insert child's present address)
	The petitioner(s) crave(s) the court to make an adoption order in his/her/their favour under section 29 [or 30] of the Adoption and Children (Scotland) Act 2007, in relation to the child *and to dispense with the consent of
	(insert the name(s) of the natural parent(s)
	on the ground that

The petitioner(s) condescend(s) as follows:

Α	The child
1.	The child is (insert age of child) years of age, having been born on the
2.	The child is *male/*female.
3.	The child is not and never has been married or a civil partner.
4.	The child's natural mother is
	(insert full name and address)
5.	The child's natural father is
	(insert full name and address)
6.	The child's natural father has*/does not have* parental responsibilities and rights.
7.	*The child has the following guardians:
	(insert name(s) and address(es)
8.	The child is of British/ornationality.
9.	The child has not been the subject of an adoption order or of a petition for an adoption order *except that (insert details of any previous order or application).
10.	*The child is entitled to the following property, namely:
11.	The following person/people is/are liable to contribute to the support of the child
	(insert name(s) and address(es))
В.	The petitioner(s) and arrangements for the child
1.	*The first/second/both petitioner(s) is/are domiciled in a part of the British Islands.
2.	*The petitioner(s) reside(s) in a part of the British Islands and has/have been habitually resident there or elsewhere in the British Islands for at least one year prior to the date of this application.

3.	The occupation(s) of the petitioner(s) is/are
4.	*The petitioners are married or are civil partners and reside together/apart.
5.	*The petitioners are unmarried and are not civil partners but are living together as if husband and wife/civil partners in an enduring family relationship.
6.	*The petitioner is a single person living on his/her own.
7.	*The petitioner is married to/a civil partner of/living in an enduring family relationship with the natural mother/father of the child.
8.	*The petitioner is married/a civil partner/living in an enduring family relationship but seeks to adopt the child on his/her own and the child is not the child of the petitioner's partner.
9.	The petitioner(s) is/are (*respectively) (and ) years of age.
10.	The petitioner(s) has/have resident with him/her/them the following persons, namely:
11.	The child was received into the home of the petitioner(s) on
	(insert date)
12.	The child has continuously had his or her home with the petitioner(s) since the date shown in 11 above.
13.	*Arrangements for placing the child in the care of the petitioner(s) were made by
	(insert full name and address of agency or authority or person making such arrangement) and therefore notification in terms of section 18 of the Adoption and Children (Scotland) Act 2007 is not required.
14.	such arrangement) and therefore notification in terms of section 18 of the Adoption and

15. No reward or payment has been given or received by the petitioner(s) for or in consideration of the adoption of the child or the giving of consent to the making of an adoption order.

16.	*A permanence order under section 80 of the Adoption and Children (Scotland) Act 2007, with authority for the child to be adopted was made on
17.	*There is no permanence order with authority for adoption in relation to the child.
18.	*An order freeing the child for adoption was made on
19.	*The child has been placed for adoption by an adoption agency within the meaning of section 2(1) (adoption agencies in England and Wales) of the Adoption and Children Act 2002 with the petitioner(s) and the child was placed for adoption [*under section 19(1) (placing the children with parental consent: England and Wales) of that Act with the consent of each parent or guardian and the consent of the mother was given when the child was at least six weeks old] [*under an order made under section 21(1) (placement orders: England and Wales) of that Act and the child was at least six weeks old when that order was made].
20.	*Each parent or guardian of the child has consented under section $20(1)$ (advance consent to adoption: England and Wales) of the Adoption and Children Act 2002 and has not withdrawn that consent.
21.	*By notice under section 20(4)(a) (notice that information about application for adoption order not required: England and Wales) of the Adoption and Children Act 2002 ( <i>name of parent or guardian</i> ) [and ( <i>name of parent or guardian</i> )] stated that he [or she or they] did not wish to be informed of any application for an adoption order and that statement has not been withdrawn.
С	Undertaking by the petitioner(s)

The petitioner(s) is/are prepared to undertake, if any order is made on this petition, to make for the said child the following provisions, namely –

### D Welfare of the child

The making of an adoption order would satisfy the need to safeguard and promote the welfare of the child throughout the child's life for the following reasons -

## \*E Productions accompanying the petition

The following documents are lodged along with this application:

extract birth certificate relating to the child.

- (ii) \*extract marriage certificate relating to the petitioner(s). (Note: this need be lodged only in the case of a joint application by spouses or where the application is by one spouse.)
- (iii) \*extract certificate of civil partnership relating to the petitioner(s).
  (Note: this only needs be lodged in the case of a joint application by civil partners or where the application is by one civil partner.)
- (iv) \*consent to the adoption by the child's natural mother.
- (v) \*consent to the adoption by the child's natural father.
- (vi) \*consent to the adoption by the child's guardian.
- (vii) \*consent to the adoption by the child.
- (viii) \*extract of the permanence order with authority for adoption.
- (ix) \*extract of the order freeing the child for adoption.
- (x) \*acknowledgement by local authority of letter by petitioner(s) intimating intention to apply for adoption order.
- (xi) \*report by the adoption agency in terms of section 17(2) of the Adoption and Children (Scotland) Act 2007.
- (xii) \*report by the local authority in terms of section 19(2) of the Adoption and Children (Scotland) Act 2007.
- (xiii) \*any other document not referred to above.

(list documents)

The petitioner(s) crave(s) the court

- to grant warrant for intimation of the petition on the natural parent(s) of the child, where their whereabouts are known, and on such other persons, if any, as the court may think proper;
- (2) to appoint a curator *ad litem* and, if necessary, a reporting officer and direct them to report;
- (3) thereafter, to make an adoption order in favour of the petitioner(s) under section 28 of the Adoption and Children (Scotland) Act 2007 on such terms and conditions (if any) as the court may think fit;

(5) further, upon proof to the satisfaction of the court in the course of the proceedings to follow hereon, that ..... (insert name of child) was born on the ..... day of ..... in the year ..... and is identical with the child named ..... (insert full name of child from original birth certificate) to whom an entry numbered ..... in the Resister of Births for the Registration District of ..... Relates, to direct the said Registrar General to cause such birth entry to be marked with the word "Adopted" and to include the abovementioned date of birth in the entry recording the adoption in the manner indicated in the Schedule to the said Act; and to pronounce such other or further orders or directions upon such (6) matters, including the expenses of this petition, as the court may think fit. Signature of first petitioner Signature of second petitioner Signature of solicitor with designation and address

# Form 2APPLICATION FOR AN ORDER UNDER SECTION 59(1) OF THE ADOPTION AND CHILDREN (SCOTLAND) ACT 2007

Petition of

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

#### Rule 8(2)

## [A.B.] ...... (full name of first petitioner) ..... (insert any previous surname(s)) \*delete as \*and appropriate [C.D.] ..... (full name of second petitioner) ..... (insert any previous surname(s)) [or serial number where allocated] for an order vesting in \*him/her/them the parental responsibilities and parental rights relating to the child (insert full name of child as shown on birth certificate) who was born on ..... (insert child's date of birth) ...... (insert child's present address) The petitioner(s) crave(s) the court to make an order vesting in \*him/her/them the parental responsibilities and parental rights in relation to the child, \*and to dispense with the consent of (insert the name(s) of the natural parent(s))..... on the ground that .....

The petitioner(s) condescend(s) as follows:

Α	The child		
1.	The child is (insert age of child) years of age, having been born on the		
	(insert place of birth)		
2.	The child is *male/*female.		
3.	The child is not and never has been married or a civil partner.		
4.	The child's natural mother is		
	(insert full name and address)		
5.	The child's natural father is		
	(insert full name and address)		
6.	The child's natural father has*/does not have* parental responsibilities and rights.		
7.	*The child has the following guardians:		
	(insert name(s) and address(es))		
8.	The child is of British/ornationality.		
9.	The child has not been the subject of an adoption order or of a petition for an adoption order *except that		
10.	*The child is entitled to the following property, namely:		
11.	The following person/people is/are liable to contribute to the support of the child		
	(insert name(s) and address(es))		
В.	The petitioner(s) and arrangements for the child		
1.	*The first/second/both petitioner(s) is/are domiciled in		
2.	*The petitioner(s) is/are habitually resident at		
3.	The occupation(s) of the petitioner(s) is/are		
4.	*The petitioners are married or are civil partners and reside together/apart.		

5.	*The petitioners are unmarried and are not civil partners but are living together as if husband and wife/civil partners in an enduring family relationship.
6.	*The petitioner is a single person living on his/her own.
7.	*The petitioner is married to/a civil partner of/living in an enduring family relationship with the natural mother/father of the child.
8.	*The petitioner is married/a civil partner/living in an enduring family relationship but seeks to adopt the child on his/her own and the child is not the child of the petitioner's partner.
9.	The petitioner(s) is/are (*respectively) (and ) years of age.
10.	The petitioner(s) has/have resident with him/her/them the following persons, namely:
11.	The child was received into the home of the petitioner(s) on
	(insert date)
12.	The child has continuously had his or her home with the petitioner(s) since the date shown in 11 above.
13.	*Arrangements for placing the child in the care of the petitioner(s) were made by
	(insert full name and address of agency or authority or person making such arrangement) and therefore notification in terms of section 18 of the Adoption and Children (Scotland) Act 2007 is not required.
14.	*The petitioner(s) notified
	(insert date of notification)
15.	No reward or payment has been given or received by the petitioner(s) for or in consideration of the adoption of the child or the giving of consent to the making of an adoption order.

16.	*A permanence order under section 80 of the Adoption and Children (Scotland) Act 2007, with authority for the child to be adopted was made on
17.	*There is no permanence order with authority for adoption in relation to the child.
18.	*An order freeing the child for adoption was made on
19.	*The child has been placed for adoption by an adoption agency within the meaning of section 2(1) (adoption agencies in England and Wales) of the Adoption and Children Act 2002 with the petitioner(s) and the child was placed for adoption [*under section 19(1) (placing the children with parental consent: England and Wales) of that Act with the consent of each parent or guardian and the consent of the mother was given when the child was at least six weeks old] [*under an order made under section 21(1) (placement orders: England and Wales) of that Act and the child was at least six weeks old when that order was made].
20.	*Each parent or guardian of the child has consented under section 20(1) (advance consent to adoption: England and Wales) of the Adoption and Children Act 2002 and has not withdrawn that consent.
21.	*By notice under section 20(4)(a) (notice that information about application for adoption order not required: England and Wales) of the Adoption and Children Act 2002 ( <i>name of parent or guardian</i> ) [and ( <i>name of parent or guardian</i> )] stated that he [or she or they] did not wish to be informed of any application for an adoption order and that statement has not been withdrawn.

## C Undertaking by the petitioner(s)

The petitioner(s) is/are prepared to undertake, if any order is made on this petition, to make for the said child the following provisions, namely –

## D Welfare of the child

The making of an order under section 59 of the Adoption and Children (Scotland) Act 2007 would satisfy the need to safeguard and promote the welfare of the child throughout the child's life for the following reasons –

## \*E Productions accompanying the petition

The following documents are lodged along with this application:

extract birth certificate relating to the child.

- (ii) \*extract marriage certificate relating to the petitioner(s). (Note: this need be lodged only in the case of a joint application by spouses or where the application is by one spouse.)
- (iii) \*extract certificate of civil partnership relating to the petitioner(s).
  (Note: this only needs be lodged in the case of a joint application by civil partners or where the application is by one civil partner.)
- (iv) \*consent to the adoption by the child's natural mother.
- (v) \*consent to the adoption by the child's natural father.
- (vi) \*consent to the adoption by the child's guardian.
- (vii) \*consent to the adoption by the child.
- (viii) \*extract of the permanence order with authority for adoption.
- (ix) \*extract of the order freeing the child for adoption.
- (x) \*acknowledgement by local authority of letter by petitioner(s) intimating intention to apply for order under section 59 of the Adoption and Children (Scotland) Act 2007.
- (xi) \*report by the adoption agency in terms of section 17(2) of the Adoption and Children (Scotland) Act 2007.
- (xii) \*report by the local authority in terms of section 19(2) of the Adoption and Children (Scotland) Act 2007.
- (xiii) \*the confirmation required under regulation 7(3)(a)(i) of the Adoptions with a Foreign Element (Scotland) Regulations 2009;
- (xiv) \*copies of the confirmations referred to in regulation 7(3)(b)(i), (iii) and (iv) of the Adoptions with a Foreign Element (Scotland) Regulations 2009;
- (xv) \*copy of the report mentioned in regulation 7(3)(b)(ii) of the Adoptions with a Foreign Element (Scotland) Regulations 2009;
- (xvi) \*copy of the confirmation referred to in regulation 7(3)(c) (or 7(3)(d) of the Adoptions with a Foreign Element (Scotland) Regulations 2009;
- (xvii) \*the reports, confirmations and other documents mentioned in regulation 8 of the Adoptions with a Foreign Element (Scotland) Regulations 2009 (list documents);
- (xviii) \*the documents referred to in regulation 50(3)(a) to (d), (f) and (g) of the Adoption with a Foreign Element (Scotland) Regulations 2009 (list documents);

(xix) \*any other document not referred to above.

(list documents)

The petitioner(s) crave(s) the court

- to grant warrant for intimation of the petition on the natural parent(s) of the child, where their whereabouts are known, and on such other persons, if any, as the court may think proper;
- (2) to appoint a curator *ad litem* and, if necessary, a reporting officer to the child and direct them to report;
- (3) thereafter, to make an order under section 59 of the Adoption and Children (Scotland) Act 2007 vesting in the petitioners the parental responsibilities and parental rights to the child on such terms and conditions (if any) as the court may think fit;
- (4) to authorise removal of the child for the purpose of adoption under the laws of (insert name of country) .....
- (5) to pronounce such other or further orders or directions upon such matters, including the expenses of this petition, as the court may think fit.

Signature of first petitioner

Signa	ature of	second petiti	oner		

Signature of solicitor with designation and address

## Form 3FORM OF CONSENT OF PARENT OR GUARDIAN UNDER SECTION 31(2)(a) OF THE ADOPTION AND CHILDREN (SCOTLAND) ACT 2007

Rule 13(1)

\*delete as In the petition relating to the adoption of ..... appropriate (insert the full name of the child as it is given in the birth certificate) \*to which petition the court has assigned the serial number ..... (insert serial number) I (name and address) ..... confirm that I am the mother/father/guardian of the child. I fully understand that the effect of the making of an adoption order [or order under section 59 of the Adoption and Children (Scotland) Act 2007] in respect of the child will be to [\*extinguish all the parental responsibilities and parental rights which I have at present in respect of the child] or [\*share with the petitioner all the parental responsibilities and parental rights which I have at present in respect of the child]. I consent to the making of such an order. I have signed this consent at (place of signing) on the ..... day of ...... Two thousand and ..... (signature) This consent was signed in the presence of:-(signature of witness) [Full name of witness]

Address

## Form 4FORM OF CONSENT OF CHILD UNDER SECTION 32(1) OF THE ADOPTION AND CHILDREN (SCOTLAND) ACT 2007

Rule 13(2)

In the petition relating to the adoption of .....

(insert the full name of the child as it is given in the birth certificate)

I (*full name of child*) confirm that I understand the nature and effect of the adoption order [*or* order under section 59 of the Adoption and Children (Scotland) Act 2007] for which the petitioner(s) has/have applied in respect of me. I consent to the making of such an order.

I have signed this consent at (*place of signing*) on the ...... day of ...... Two thousand and .....

(signature)

This consent was signed in the presence of:-

(signature of witness)

[Full name of witness]

Address

## Form 5NOTICE OF INTIMATION OF APPLICATION FOR ADOPTION ORDER [\*or ORDER UNDER SECTION 59(1) OF THE ADOPTION AND CHILDREN (SCOTLAND) ACT 2007]

Rule 14(1)(b) and (c)

To: (full name and address of person to whom this intimation is to be sent)

1.	YOU ARE GIVEN NOTICE THAT in this petition the petitioner(s) is/are applying for [*an adoption order under section 28 of] [*an order under section 59(1) of] the Adoption and Children (Scotland) Act 2007 in relation to the child ( <i>insert name of child</i> ).
2.	A COPY OF THE PETITION is attached to this notice.
3.	IF YOU WISH to oppose the application you must lodge a form of response in Form 8 before the expiry of the period of notice specified in the form of response. A copy of the form is attached.
4.	A preliminary hearing has been fixed for (insert date and time) at (insert name of sheriff court).
5.	You are entitled to be heard on the application. You do not need to attend the hearing unless you do wish to be heard by the court or you are required by the court to attend.

#### Date (insert date)

[Petitioner or solicitor to the petitioner or sheriff clerk]

[Address]

If you do not lodge a form of response or attend the preliminary hearing the court may make the order applied for.

IF YOU ARE UNCERTAIN WHAT ACTION TO TAKE, you should consult a solicitor.

YOU MAY BE ENTITLED TO LEGAL AID depending on your financial circumstances and you can get information about legal aid from a solicitor.

YOU MAY ALSO OBTAIN ADVICE FROM ANY CITIZENS ADVICE BUREAU OR OTHER ADVICE AGENCY.

## Form 6NOTICE OF INTIMATION OF APPLICATION FOR ADOPTION ORDER TO FATHER OF CHILD WITHOUT PARENTAL RESPONSIBILITIES AND RIGHTS

Rule 14(1)(d)

To: (full name and address of person to whom this intimation is to be sent)

1.	YOU ARE GIVEN NOTICE THAT in this petition the petitioner(s) is/are applying for an adoption order under section 28 of the Adoption and Children (Scotland) Act 2007 in relation to the child ( <i>insert name of child</i> ).
2.	A COPY OF THE PETITION is attached to this notice.
3.	A preliminary hearing has been fixed for ( <i>insert date and time</i> ) at ( <i>insert name of sheriff court</i> ).

#### Date (insert date)

[Petitioner or solicitor to the petitioner or sheriff clerk]

#### [Address]

IF YOU ARE UNCERTAIN WHAT ACTION TO TAKE, you should consult a solicitor.

YOU MAY BE ENTITLED TO LEGAL AID depending on your financial circumstances and you can get information about legal aid from a solicitor.

YOU MAY ALSO OBTAIN ADVICE FROM ANY CITIZENS ADVICE BUREAU OR OTHER ADVICE AGENCY.

## Form 7CERTIFICATE OF INTIMATION

Rule 14(4)

(Place, date) This application was intimated to me (insert name and designation) by posting to (name) on (date) a copy of the petition together with a notice of intimation in Form (insert number) in a first class recorded delivery/registered letter addressed as follows:-

Sheriff Clerk/Petitioner

# Form 8FORM OF RESPONSE IN PETITION FOR ADOPTION UNDER SECTION 29 OR 30 OF THE ADOPTION AND CHILDREN (SCOTLAND) ACT 2007 OR IN PETITION FOR

## ORDER UNDER SECTION 59 OF THE ADOPTION AND CHILDREN (SCOTLAND) ACT 2007 (CHILD TO BE ADOPTED ABROAD)

Rule 16(1)

### FORM OF RESPONSE

#### PART A

This section to be completed by the petitioner(s) or the petitioner's(s') solicitor or the sheriff clerk before service.

(Insert name and business address of solicitor for the petitioner(s) (where applicable) Court ref. No.

In an adoption petition/or petition under section 59 of the Adoption and Children (Scotland) Act 2007 brought in the Sheriff Court (*insert name and address of court*)

(insert name(s) or serial number)

#### Petitioner(s)

(insert name)

Respondent(s)

Date of Service:

Date of expiry of period of notice:

### PART B

This section to be completed by the respondent or respondent's solicitor, and both parts of the form to be returned to the sheriff clerk at the above sheriff court on or before the date of expiry of the period of notice referred to in Part A above.

(insert place and date) (insert designation and address)

\*delete as appropriate Respondent, intends to

- (a) oppose the petition for an adoption order \*(or under section 59 of the Adoption and Children (Scotland) Act 2007);
- (b) \*seek an order.

in the petition against him or her raised by (*insert designation and address or serial number*), Petitioner(s).

IF YOU INTEND TO OPPOSE THE PETITION, please state here briefly the reasons why the court should not make the adoption order (or order under section 59).

(State reasons)

## Form 9NOTICE OF INTIMATION OF HEARING UNDER SECTION 20(2), 21(3), 22(3), 23(3), 24(1) or 24(2) OF THE ADOPTION AND CHILDREN (SCOTLAND) ACT 2007

Rule 27(3) and (4)

To: (full name and address of person to whom this intimation is to be sent)

1.	YOU ARE GIVEN NOTICE THAT a hearing in this petition for authority to adopt the child ( <i>insert name of child</i> ), will take place ( <i>name of sheriff court</i> ) Sheriff Court ( <i>address</i> ) on ( <i>date</i> ) at ( <i>time</i> ).
2.	A hearing will be restricted to matters relating to the crave of the minute, a copy of which is attached to this notice.
3.	You may appear personally at the hearing or be represented by a solicitor.

Date (insert date)

[Minuter/Petitioner or solicitor to the minuter/petitioner]

## Form 10APPLICATION FOR AN CONVENTION ADOPTION ORDER UNDER REGULATION 53 OF THE ADOPTION WITH FOREIGN ELEMENT (SCOTLAND) REGULATIONS 2009

#### Rule 29

### Petition of

	[A.B.] (full name of first petitioner)
	(insert any previous surname(s))
*delete as appropriate	*and
	[C.D.] (full name of second petitioner)
	(insert any previous surname(s))
	(insert address)
	[or serial number where allocated] for authority to adopt the child
	(insert full name of child as shown on birth certificate) who was born on (insert child's date of birth)
	who resides at (insert child's present address)

The petitioner(s) crave(s) the court to make a Convention adoption order in his/her/their favour in relation to the child

The petitioner(s) condescend(s) as follows:

Α	The child
1.	The child is (insert age of child) years of age, having been born on the
2.	The child is *male/*female.
3.	The child is not and never has been married or a civil partner.
4.	The child's natural mother is
	(insert full name and address)

5.	The child's natural father is
	(insert full name and address)
6.	The child's natural father has*/does not have* parental responsibilities and rights.
7.	*The child has the following guardians:
	(insert name(s) and address(es)
8.	The child is of British/or (name other Convention country) nationality.
9.	*The child has his/her habitual residence in the British Islands/ (name other Convention country).
10.	The child has not been the subject of an adoption order or of a petition for an adoption order *except that (insert details of any previous order or application).
11.	*The child is entitled to the following property, namely:
12.	The following person/people is/are liable to contribute to the support of the child
	(insert name(s) and address(es))
В.	The petitioner(s) and arrangements for the child
1.	The petitioner(s) is/are [a] United Kingdom/(name other Convention country) nationals.
2.	*The first/second/both petitioner(s) is/are domiciled in a part of the British Islands/(name other Convention country).
3.	*The petitioner(s) is/are habitually resident in the British Islands/ (name other Convention country).
4.	The occupation(s) of the petitioner(s) is/are
5.	*The petitioners are married or are civil partners and reside together/apart.
6.	*The petitioners are unmarried and are not civil partners but are living

7.	*The petitioner is a single person living on his/her own.
8.	*The petitioner is married to/a civil partner of/living in an enduring family relationship with the natural mother/father of the child.
9.	*The petitioner is married/a civil partner/living in an enduring family relationship but seeks to adopt the child on his/her own and the child is not the child of the petitioner's partner.
10.	The petitioner(s) is/are (*respectively) (and ) years of age.
11.	The petitioner(s) has/have resident with him/her/them the following persons, namely:
12.	The child was received into the home of the petitioner(s) on
	(insert date)
13.	The child has continuously had his or her home with the petitioner(s) since the date shown in 11 above.
14.	*Arrangements for placing the child in the care of the petitioner(s) were made by (insert full name and address of agency or authority or person making such arrangement) and therefore notification in terms of section 18 of the Adoption and Children (Scotland) Act 2007 is not required.
15.	*The petitioner(s) notified (insert name of local authority notified) under section 18 of the Adoption and Children (Scotland) Act 2007 of his/her/their intention to apply for an adoption order in relation to the child on
	(insert date of notification)
16.	No reward or payment has been given or received by the petitioner(s) for or in consideration of the adoption of the child or the giving of consent to the making of an adoption order.
17.	*A permanence order under section 80 of the Adoption and Children (Scotland) Act 2007, with authority for the child to be adopted was made on
18.	*There is no permanence order with authority for adoption in relation to the child.

19.	*An order freeing the child for adoption was made
	on (insert date)
	at (insert the name of the court)

- \*All persons, institutions and authorities whose consent to the adoption of the child in (*name Convention country*) is required, have freely given such consent in writing.
- \*All persons who have consented to the adoption of the child have been duly informed about the effect of such consent and have been counselled as necessary.
- 22. \*The petitioner(s) has/have had such counselling as is necessary in respect of the adoption of the child.
- 23. The child is, or will be after adoption by the petitioner(s), authorised to enter and reside permanently in the United Kingdom/(name other Convention country).

#### C Undertaking by the petitioner(s)

The petitioner(s) is/are prepared to undertake, if any order is made on this petition, to make for the said child the following provisions, namely -

#### \*D Productions accompanying the petition

The following documents are lodged along with this application:

- extract birth certificate/(name equivalent document of other Convention country) relating to the child.
- (ii) \*extract marriage certificate/(name equivalent document of other Convention country) relating to the petitioner(s). (Note: this need be lodged only in the case of a joint application by spouses.)
- (iii) \*extract certificate of civil partnership/(name equivalent document of other Convention country) relating to the petitioner(s). (Note: this only needs be lodged in the case of a joint application by civil partners.)
- (iv) \*consent to the adoption by the child.
- (v) \*extract of the permanence order with authority for adoption.
- (vi) \*extract of the order freeing the child for adoption.
- (vii) \*report by the adoption agency in terms of section 17(2) of the Adoption and Children (Scotland) Act 2007.

- (viii) \*report by the local authority in terms of section 19(2) of the Adoption and Children (Scotland) Act 2007.
- (ix) \*copies of the Article 16 information and agreement under Article 17(c) of the Convention referred to in regulation 34(c) of the Adoptions with a Foreign Element (Scotland) Regulations 2009.
- (x) \*the confirmation referred to in regulation 34(d) of those Regulations.
- (xi) \*copies of the Article 16 Report and agreement under Article 17 of the Convention referred to in regulation 51(c) of those Regulations.
- (xii) \*the confirmation referred to in regulation 51(d) of those Regulations.
- (xiii) \*any other document not referred to above (for example, a translation certificate).

(list any other documents not referred to above)

The petitioner(s) crave(s) the court

- to grant warrant for intimation of the petition on the natural parent(s) of the child, where their whereabouts are known, and on such other persons, if any, as the court may think proper;
- (2) to appoint a curator *ad litem* and, if necessary, a reporting officer and direct them to report;
- (3) thereafter, to make an Convention adoption order in favour of the petitioner(s) on such terms and conditions (if any) as the court may think fit;

(6) to pronounce such other or further orders or directions upon such matters, including the expenses of this petition, as the court may think fit.

Signature of first petitioner

Signature of second petitioner

Signature of solicitor with designation and address

## Form 11APPLICATION FOR A PERMANENCE ORDER UNDER SECTION 80 OF THE ADOPTION AND CHILDREN (SCOTLAND) ACT 2007

Rule 31(1)	Ru	le	3	1	(1	)
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	Petition of	
		f local authority)
		ne of child as shown on birth certificate)
	who was born	on (insert child's date of birth)
		(insert child's present address)
	[or serial num	ber where allocated]
*delete as appropriate The petitioner craves the court to make a permanence order under sect Adoption and Children (Scotland) Act 2007, in relation to the child mandatory provision *and to include the following ancillary provisions ( <i>insert ancillary prov</i> <i>in terms of section 82 of the Adoption and Children (Scotland) Act 2007</i> ) *and to include in that order provision granting authority for the child to *and to dispense with the consent of		Children (Scotland) Act 2007, in relation to the child including the ovision le the following ancillary provisions ( <i>insert ancillary provisions sought</i> <i>etion 82 of the Adoption and Children (Scotland) Act 2007</i> ) e in that order provision granting authority for the child to be adopted use with the consent of
	The petitioner	condescends as follows:
	1.	The child is ( <i>insert age of child</i> ) years of age, having been born on the
	2.	The child is *male/*female.
	3.	The child is not and never has been married or a civil partner.
	4.	The child's natural mother is
		(insert full name and address)

5.	The child's natural father is
	(insert full name and address)
6.	The child's natural father has*/does not have* parental responsibilities and rights.
7.	*The child has the following guardians:
	(insert name(s) and address(es))
8.	*The child has been/is likely to be placed for adoption
9.	*The child's case was referred to the Children's Hearing on
	(date).
10.	*The child is subject to a supervision requirement under section 70 of the Children (Scotland) Act 1995.
Arrangements	for the child
11.	*There is no person who has the right to have the child with him or otherwise to regulate the child's residence under section 2(1)(a) of the Children (Scotland) Act 1995.
12.	*The following person(s) have the right to have the child living with him/her/them or otherwise to regulate the child's residence:
	(insert name(s) of person(s))
	but the child's residence with that/those person(s) is likely to be seriously detrimental to the welfare of the child for the following reason(s) (give details).
The following	documents are lodged with this application:
(i)	extract birth certificate in relation to the child;
(ii)	*consent of [name and address] to the making of an adoption order;
(iii)	*consent of the child dated;
(iv)	*local authority report dated
	Signed [designation]
	Date

### Form 12NOTICE OF INTIMATION OF APPLICATION FOR PERMANENCE ORDER UNDER SECTION 80(1) OF THE ADOPTION AND CHILDREN (SCOTLAND) ACT 2007 Rule 33(1)(b) and (c)

To: (full name and address of person to whom this intimation is to be sent)

\*delete as 1. YOU ARE GIVEN NOTICE THAT in this petition the petitioner is appropriate appropriate applying for a permanence order under section 80(1) of the Adoption and Children (Scotland) Act 2007 in relation to the child (*insert name of child*) [\*including provision granting authority for the child to be adopted].

- A COPY OF THE PETITION is attached to this notice.
- IF YOU WISH to oppose the application you must lodge a form of response in Form 15 before the expiry of the period of notice specified therein. A copy of the form is attached.
- A preliminary hearing has been fixed for (insert date and time) at (insert name of sheriff court).
- You are entitled to be heard on the application. You do not need to attend the hearing unless you do wish to be heard by the court or you are required by the court to attend.

#### Date (insert date)

[Petitioner or solicitor to the petitioner or sheriff clerk]

#### [Address]

YOU MAY BE ENTITLED TO LEGAL AID depending on your financial circumstances and you can get information about legal aid from a solicitor.

YOU MAY ALSO OBTAIN ADVICE FROM ANY CITIZENS ADVICE BUREAU OR OTHER ADVICE AGENCY.

## Form 13NOTICE OF INTIMATION OF APPLICATION FOR PERMANENCE ORDER UNDER SECTION 80(1) OF THE ADOPTION AND CHILDREN (SCOTLAND) ACT 2007 TO FATHER OF CHILD WITHOUT PARENTAL RESPONSIBILITIES AND RIGHTS

Rule 33(1)(c)(ii)

To: (full name and address of person to whom this intimation is to be sent)

- YOU ARE GIVEN NOTICE THAT in this petition the petitioner(s) is/are applying for a permanence order under section 80(1) of the Adoption and Children (Scotland) Act 2007 in relation to the child (*insert name of child*) including provision granting authority for the child to be adopted.
- A COPY OF THE PETITION is attached to this notice.
- 3. A preliminary hearing has been fixed for (*insert date and time*) at (*insert name of sheriff court*).

#### Date (insert date)

[Petitioner or solicitor to the petitioner or sheriff clerk]

[Address]

IF YOU ARE UNCERTAIN WHAT ACTION TO TAKE, you should consult a solicitor.

YOU MAY BE ENTITLED TO LEGAL AID depending on your financial circumstances and you can get information about legal aid from a solicitor.

YOU MAY ALSO OBTAIN ADVICE FROM ANY CITIZENS ADVICE BUREAU OR OTHER ADVICE AGENCY.

#### Form 14CERTIFICATE OF INTIMATION

Rules 33(5) and 41 (6)

(Place, date) This application was intimated by me (insert name and designation) by posting to (name) on (date) a copy of the petition together with a notice of intimation in Form (insert number) in a first class recorded delivery/ registered letter addressed as follows:-

Sheriff Clerk/Petitioner

### Form 15FORM OF RESPONSE IN PETITION FOR PERMANENCE ORDER UNDER SECTION 80(1) [or APPLICATION FOR AMENDMENT OF A PERMANENCE ORDER UNDER SECTION 93] OF THE ADOPTION AND CHILDREN (SCOTLAND) ACT 2007 Rule 34

## FORM OF RESPONSE

## PART A

This section to be completed by the petitioner(s) or the petitioner's(s') solicitor before service.

(Insert name and business address of solicitor for the petitioner(s) (where applicable)

Court ref. No.

In a petition for a permanence order under section 80(1) of the Adoption and Children (Scotland) Act 2007 [or application for amendment of a permanence order] brought in the Sheriff Court (insert name and address of court)

(insert name)

Petitioner [or Minuter]

(insert name)

Respondent(s)

Date of Service:

Date of expiry of period of notice:

## PART B

This section to be completed by the respondent or respondent's solicitor, and both parts of the form to be returned to the sheriff clerk at the above sheriff court on or before the date of expiry of the period of notice referred to in Part A above.

\*delete as (insert place and date) appropriate (insert designation and address)

Respondent, intends to

- (a) \*oppose the application for a permanence order \*including provision granting authority for the child to be adopted [or application for amendment of a permanence order to include provision granting authority for the child to be adopted];
- (b) \*seek an order.

in the petition [or application] raised by (insert designation and address), Petitioner [or Minuter].

IF YOU INTEND TO OPPOSE THE PETITION OR APPLICATION, please state here briefly the reasons why the court should not make the permanence order (or \*provision granting authority for the child to be adopted).

(State reasons)

## Form 16APPLICATION FOR VARIATION OF ANCILLARY PROVISIONS IN PERMANENCE ORDER UNDER SECTION 92(2) OF THE ADOPTION AND CHILDREN (SCOTLAND) ACT 2007

Rule 40(1)

#### MINUTE

### by

#### [full name and address]

Sheriff Cour		20
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(Court Ref No.)

CHILD IN RESPECT OF WHOM PERMANENCE ORDER HAS BEEN MADE

(give full name and date of birth)

The applicant condescends as follows: \*delete as appropriate

- 1. The applicant is (insert name and address of applicant) who is (give details of capacity of person making the application).
- On (*date of order*) on the application of (*insert name of local authority*) the sheriff made a permanence order in respect of the child in the following terms (*insert full details of order*).
- A copy of the permanence order is attached.
- \*The child's case was referred to the Children's Hearing on (date).
- \*The child is subject to a supervision requirement under section 70 of the Children (Scotland) Act 1995.
- The applicant asks the court to make the following variation to the ancillary provisions of the permanence order (give details of variation sought).
- The grounds for the application are as follows:

(specify reasons for variation).

8. The following supporting evidence is produced (*list reports, statements, affidavits or other evidence produced*).

The applicant asks the court to -

- (a) order the applicant to intimate this application to such persons as the sheriff considers appropriate;
- (b) appoint a curator ad litem and direct him to report;
- (c) fix a hearing, if required;
- (d) and thereafter to [enter details of variation sought].

Signed ..... Date .....

[name, designation and address]

## Form 17APPLICATION FOR AMENDMENT OF PERMANENCE ORDER TO INCLUDE PROVISION GRANTING AUTHORITY FOR THE CHILD TO BE ADOPTED UNDER SECTION 93 OF THE ADOPTION AND CHILDREN (SCOTLAND) ACT 2007

Rule 41(1)

### MINUTE

#### by

#### [full name and address]

Sheriff Court	20
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(Court Ref No.)

CHILD IN RESPECT OF WHOM PERMANENCE ORDER HAS BEEN MADE

(give full name and date of birth)

The applicant condescends as follows: \*delete as appropriate

- On (date of order) the sheriff made a permanence order in respect of the child.
- The applicant is the local authority on whose application the permanence order was made.
- A copy of the permanence order is attached.
- \*The child's case was referred to the Children's Hearing on (date).
- \*The child is subject to a supervision requirement under section 70 of the Children (Scotland) Act 1995.
- 6. The applicant asks the court now to amend the permanence order to include provision granting authority for the child to be adopted on the following grounds (*state reasons for amendment or order*).
- The following supporting evidence is produced (list reports, statements, affidavits or other evidence produced).

The applicant asks the court to -

. ,	order the applicant to intimate this application to such persons as the sheriff considers appropriate;
(b)	appoint a curator <i>ad litem</i> and reporting officer and direct them to report;
(c)	fix a hearing, if required;
1 7	dispense with the consent of
(e)	and thereafter to amend the permanence order to include provision granting authority for the child to be adopted.
Signed	Date

[name, designation and address]

## Form 18NOTICE OF INTIMATION OF APPLICATION FOR AMENDMENT OF PERMANENCE ORDER TO INCLUDE PROVISION GRANTING AUTHORITY FOR THE CHILD TO BE ADOPTED

Rule 41(3)(b)

To: (full name and address of person to whom this intimation is to be sent)

- YOU ARE GIVEN NOTICE THAT in this minute the minuter is applying for amendment of the permanence order in relation to the child (*insert name of child*) to include provision granting authority for the child to be adopted under section 93 of the Adoption and Children (Scotland) Act 2007.
- A COPY OF THE MINTUE is attached to this notice.
- 3. IF YOU WISH to oppose the application you must lodge a form of response in Form 15 before the expiry of the period of notice specified therein.
- A preliminary hearing has been fixed for (insert date and time) at (insert name of sheriff court).
- You are entitled to be heard on the application. You do not need to attend the hearing unless you do wish to be heard by the court or you are required by the court to attend.

Date (insert date)

[Minuter or solicitor to the minuter or sheriff clerk]

[Address]

If you do not lodge a form of response or attend the preliminary hearing the court may make the order applied for you.

IF YOU ARE UNCERTAIN WHAT ACTION TO TAKE, you should consult a solicitor.

YOU MAY BE ENTITLED TO LEGAL AID depending on your financial circumstances and you can get information about legal aid from a solicitor.

YOU MAY ALSO OBTAIN ADVICE FROM ANY CITIZENS ADVICE BUREAU OR OTHER ADVICE AGENCY.

## Form 19NOTICE OF INTIMATION OF APPLICATION FOR AMENDMENT OF PERMANENCE ORDER TO INCLUDE PROVISION GRANTING AUTHORITY FOR THE CHILD TO BE ADOPTED TO FATHER OF CHILD WITHOUT PARENTAL RESPONSIBILITIES AND RIGHTS

Rule 41(3)(c)

To: (full name and address of person to whom this intimation is to be sent)

- YOU ARE GIVEN NOTICE THAT in this minute the minuter is applying for amendment of the permanence order in relation to the child (*insert name of child*) to include provision granting authority for the child to be adopted under section 93 of the Adoption and Children (Scotland) Act 2007.
- 2. A COPY OF THE MINTUE is attached to this notice.
- 3. A hearing has been fixed for (insert date and time) at (insert name of sheriff court).

Date (insert date)

[Minuter or solicitor to the minuter or sheriff clerk]

[Address]

IF YOU ARE UNCERTAIN WHAT ACTION TO TAKE, you should consult a solicitor.

YOU MAY BE ENTITLED TO LEGAL AID depending on your financial circumstances and you can get information about legal aid from a solicitor.

YOU MAY ALSO OBTAIN ADVICE FROM ANY CITIZENS ADVICE BUREAU OR OTHER ADVICE AGENCY.

## Form 20APPLICATION FOR REVOCATION OF PERMANENCE ORDER UNDER SECTION 98 OF THE ADOPTION AND CHILDREN (SCOTLAND) ACT 2007

Rule 42(1)

## MINUTE

## by

## [full name and address]

Sheriii Court	Sheriff Court		20
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(Court Ref No.)

CHILD IN RESPECT OF WHOM PERMANENCE ORDER HAS BEEN MADE

(give full name and date of birth)

The applicant condescends as follows:

1.	On ( <i>date of order</i> ) on the application of ( <i>insert name of local authority</i> ) the sheriff made a permanence order in respect of the child.
2.	The applicant is (state capacity in which application is made).
3.	A copy of the permanence order is attached.
4.	*The child is subject to a supervision requirement under section 70 of the Children (Scotland) Act 1995.
5.	The applicant makes the following proposals for the future welfare of the child.
6.	[Set out here the circumstances justifying revocation of the order].
	*delete as appropriate
The applicant cr	aves the court to -
(a)	order the applicant to intimate this application to such persons as the sheriff considers appropriate
(b)	appoint a curator ad litem and direct him to report;
(c)	fix a hearing, if required;
(d)	thereafter revoke the permanence order under section 98(1) of the Adoption and Children (Scotland) Act 2007
Signed	Date

[name, designation and address]

## Form 21FORM OF CONSENT OF PARENT OR GUARDIAN UNDER SECTION 83(1)(c) [or 93(3)] OF THE ADOPTION AND CHILDREN (SCOTLAND) ACT 2007

In the petition for permanence order in relation to the child (insert the full name of the child as it is given in the birth certificate) including provision granting authority for the child to be adopted \*to which petition the court has assigned the serial number ..... (insert serial number) I (name and address) ..... confirm that I am the mother/father/guardian of the child. I fully understand that the effect of the making of an adoption order in respect of the child will be to extinguish

\*delete as appropriate

> all the parental responsibilities and parental rights which I have at present in respect of the child. I consent generally and unconditionally to the making of an adoption order in relation to the child. I have signed this consent at (place of signing) on the ...... day of ...... Two thousand and .....

(signature)

This consent was signed in the presence of:-

(signature of witness)

[Full name of witness]

Address

## Form 22FORM OF CONSENT OF CHILD UNDER SECTION 84(1) OF THE ADOPTION AND CHILDREN (SCOTLAND) ACT 2007

Rule 45(1)

Rule 45(2)

In the petition of .....

(insert name and address of petitioner)

I (*full name of child*) confirm that I understand the nature and effect of the permanence order for which the petitioner has applied in respect of me. I consent to the making of such an order

(signature)

This consent was signed in the presence of:-

(signature of witness)

[Full name of witness]

Address

# Form 23NOTICE OF REPORT FROM CHILDREN'S HEARING UNDER SECTION 95 OF THE ADOPTION AND CHILDREN (SCOTLAND) ACT 2007

Rule 51(1)(b)

(Court Ref No.)

CHILD IN RESPECT OF WHOM APPLICATION FOR PERMANENCE ORDER/VARIATION OF PERMANENCE ORDER HAS BEEN MADE:

(give full name and date of birth)

- YOU ARE GIVEN NOTICE THAT a children's hearing has made a report to the sheriff under section 95(2) of the Adoption and Children (Scotland) Act 2007.
- A COPY OF THE REPORT is attached to this notice.
- IF YOU WISH to oppose the proposals in the report you must lodge a form of response in Form 24 within 7 days of the date of this notice. A copy of the form is attached.

Date (insert date)

[Sheriff Clerk]

IF YOU ARE UNCERTAIN WHAT ACTION TO TAKE, you should consult a solicitor.

YOU MAY ALSO OBTAIN ADVICE FROM ANY CITIZENS ADVICE BUREAU OR OTHER ADVICE AGENCY.

## Form 24NOTICE OF RESPONSE TO REPORT FROM CHILDREN'S HEARING UNDER SECTION 95 OF THE ADOPTION AND CHILDREN (SCOTLAND) ACT 2007

Rule 51(2)

(Court Ref No.)

(insert place and date) (insert designation and address)

CHILD IN RESPECT OF WHOM APPLICATION FOR PERMANENCE ORDER/VARIATION OF PERMANENCE ORDER HAS BEEN MADE:

(give full name and date of birth)

The respondent wishes to oppose the proposals in respect of the child set out in the report of the children's hearing for the following reasons:

(insert here reasons for opposing the proposals set out in the report)

Date (insert date) [name and designation]

## Form 25FORM OF NOTICE OF SHERIFF'S DECISION FOLLOWING RECEIPT OF A REPORT FROM CHILDREN'S HEARING UNDER SECTION 95 OF THE ADOPTION AND CHILDREN (SCOTLAND) ACT 2007

Rule 51(10)

(Court Ref No.) .....

APPLICATION FOR A PERMANENCE ORDER/VARIATION OF PERMANENCE ORDER IN RESPECT OF [insert name of child].

\*The sheriff has considered the report from the children's hearing under section 95(2) of the Adoption and Children (Scotland) Act 2007 and has decided to refer the child's case to the Principal Reporter as mentioned in section 96(3) of that Act. A copy of the sheriff's order is attached.

\*The sheriff has considered the report from the children's hearing under section 95(2) of the Adoption and Children (Scotland) Act 2007 and has decided not to refer the child's case to the Principal Reporter as mentioned in section 96(3) of that Act. Accordingly in terms of section 96(2) of that Act a supervision requirement in respect of the child may not be made, or modified under paragraph (c) or (d) of section 73(9) of the Children (Scotland) Act 1995, until the above application has been determined (or as the case may be, withdrawn or abandoned).

\*Delete as appropriate

Sheriff Clerk

Date (insert date)