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STATUTORY INSTRUMENTS

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**1994 No. 3155 (L.21)**

**FAMILY PROCEEDINGS**

**SUPREME COURT OF ENGLAND AND WALES**

**COUNTY COURTS**

**The Family Proceedings (Amendment) (No. 4) Rules 1994**

*Made* - - - - *8th December 1994*

*Laid before Parliament* *12th December 1994*

*Coming into force* - - *3rd January 1995*

We, the authority having the power under section 40(1) of the Matrimonial and Family Proceedings Act 1984<sup>(1)</sup> to make rules of court for the purposes of family proceedings in the High Court and county courts, in the exercise of the powers conferred by the said section 40, and of all other powers enabling us in that behalf, hereby make the following rules:

1. These rules may be cited as the Family Proceedings (Amendment) (No. 4) Rules 1994 and shall come into force on 3rd January 1995.

2. The Family Proceedings Rules 1991<sup>(2)</sup> shall be amended in accordance with the following provisions of these Rules and, in those provisions, any reference to a rule, Part or Appendix by number alone shall be construed as a reference to the rule, Part or Appendix so numbered in the said Rules of 1991.

3. In the Arrangement of Rules—

- (a) for “4A.4 Answer” there shall be substituted “A.4 Acknowledgement”;
- (b) for “PART VI.CHILD ABDUCTION AND CUSTODY ACT 1985<sup>(3)</sup>” there shall be substituted “PART VI.CHILD ABDUCTION AND CUSTODY”;
- (c) After rule 6.16 there shall be inserted—

“6.17 Applications and Orders under sections 33 and 34 of the Family Law Act 1986<sup>(4)</sup>”

4. In rule 4.3(1)—

- (a) in sub-paragraph (a), after “leave” there shall be inserted “in Form C2”; and

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(1) 1984 c. 42. Section 40 was amended by the Courts and Legal Services Act 1990 (c. 41.), Schedule 18, paragraph 50.  
(2) S.I.1991/1247, amended by S.I. 1991/2113, 1992/456 and 2067, 1993/295 and 1994/808, 2165 and 2890.  
(3) 1985 c. 60.  
(4) 1986 c. 55.

- (b) for sub-paragraph (b), there shall be substituted—
  - “(b) a draft of the application (being the documents referred to in rule 4.4(1A)) for the making of which leave is sought together with sufficient copies for one to be served on each respondent.”.
- 5. In rule 4.4(1)—
  - (a) for sub-paragraph (a) there shall be substituted—
    - “(a) file the documents referred to in paragraph (1A) below (which documents shall together be called the “application”) together with sufficient copies for one to be served on each respondent, and”; and
  - (b) for the words “, endorsed in accordance with paragraph (2)(b),” in sub-paragraph (b) there shall be substituted “together with Form C6 and such (if any) of Forms C7 and C10A as are given to him by the proper officer under paragraph (2)(b)”.
- 6. In rule 4.4, after paragraph (1), there shall be inserted—
  - “(1A) the documents to be filed under paragraph (1)(a) above are—
    - (a) (i) whichever is appropriate of Forms C1 to C4 or C51, and
    - (ii) such of the supplemental Forms C10 or C11 to C20 as may be appropriate, or
    - (b) where there is no appropriate form a statement in writing of the order sought, and where the application is made in respect of more than one child, all the children shall be included in one application.”.
- 7. In rule 4.4(2)—
  - (a) for “the copies of the application filed by the applicant” in sub-paragraph (b), there shall be substituted “Form C6 and, where appropriate, Form C6A”; and
  - (b) for sub-paragraph (c) there shall be substituted—
    - “(c) return forthwith to the applicant the copies of the application and Form C10A if filed with it, together with Form C6 and such of Forms C6A and C7 as are appropriate.”.
- 8. For rule 4.4(3) there shall be substituted—
  - “(3) The applicant shall, at the same time as complying with paragraph (1)(b), serve Form C6A on the persons set out for the relevant class of proceedings in column (iv) of Appendix 3 to these rules.”.
- 9. In rule 4.4(4)(i), the words “in respect of each child” shall be deleted.
- 10. In rule 4.4(6)—
  - (a) after “accompanied by a statement” there shall be added “in Form C10A”; and
  - (b) the words “and containing a declaration that it is true to the maker’s best knowledge and belief” shall be deleted.
- 11. In rule 4.6(1)(a) for “CHA58” there shall be substituted “C2”.
- 12. In rule 4.6(7)(a), for “CHA 66”, there shall be substituted “C49”.
- 13. In rule 4.7(2), for “in writing” there shall be substituted “in Form C2”.
- 14. In rule 4.8(7)—
  - (a) after “shall file a statement” there shall be inserted “in Form C9”; and
  - (b) in sub-paragraph (a), after “application” there shall be inserted “and other documents referred to in rule 4.4(1)(b)”.

15. In rule 4.9—
  - (a) in paragraph (1)—
    - (i) for “answer to” there shall be substituted “acknowledgement of”;
    - (ii) after “section 8 order” there shall be inserted “or an application under Schedule 1”;
    - and
    - (iii) for “CHA10A” there shall be substituted “C7”; and
  - (b) paragraph (2) shall be deleted.
16. In rule 4.10(11), for “CHA30” there shall be substituted “C47”.
17. In rule 4.12(6), for “CHA31” there shall be substituted “C48”.
18. In rule 4.14(3), after “written request” wherever it appears, there shall be inserted “in Form C2”.
19. In rule 4.14(5), after “2 days' notice” there shall be inserted “in Form C6”.
20. For rule 4.21(4) there shall be substituted—
  - “(4) When making an order or when refusing an application, the court shall—
    - (a) where it makes a finding of fact state such finding and complete Form C22; and
    - (b) state the reason’s for the court’s decision”.
21. In rule 4.26(2), for “in writing” there shall be substituted “in Form C40”.
22. In rule 4.27(1), for “in writing” there shall be substituted “in Form C37”.
23. In rule 4A.4—
  - (a) in the heading, for “**Answer**” there shall be substituted “**Acknowledgement**”; and
  - (b) for “answer in Form CHA 75” there shall be substituted “acknowledgement in Form C52”.
24. In the heading to Part VI the words “ACT 1985” shall be deleted.
25. After rule 6.16 there shall be inserted a new rule as follows—

**“Applications and Orders under sections 33 and 34 of the Family Law Act 1986**

  - 6.17.—(1) In this rule “the 1986 Act” means the Family Law Act 1986.
  - (2) An application under section 33 of the 1986 Act shall be in Form C4 and an order made under that section shall be in Form C30.
  - (3) An application under section 34 of the 1986 Act shall be in Form C3 and an order made under that section shall be in Form C31.
  - (4) An application under section 33 or section 34 of the 1986 Act may be made ex parte in which case the applicant shall file the application—
    - (a) where the application is made by telephone, within 24 hours after the making of the application, or
    - (b) in any other case at the time when the application is made,and shall serve a copy of the application on each respondent 48 hours after the making of the order.
  - (5) Where the court refuses to make an order on an ex parte application it may direct that the application be made inter partes.”.
26. In rule 10.21(2), for “CHA59”, there shall be substituted “C8”.

27. In Appendix 1—

- (a) in paragraph 13 of Form M5 (Notice of Proceedings), for “CHA10(D)” there shall be substituted “C2”.
- (b) in the list of forms at the beginning of the Appendix, the references to all forms from and including “CHA1” to the end of the list shall be deleted and there shall be substituted the list of forms set out in Schedule 1 to these rules; and
- (c) the forms in the Appendix whose numbers are prefixed by “CHA” shall be omitted and the forms set out in Schedule 2 to these rules shall be inserted in their place.

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Stephen Brown, P.  
Anne Downey  
Gerald Angel  
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Dated 8th December 1994

## SCHEDULE 1

Rule 28

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C1	Application	for an order
C2	Application	for an order or directions in existing family proceedings
	Application	to be joined as, or cease to be, a party in existing family proceedings
	Application	for leave to commence proceedings
C3	Application	for an order authorising search for, taking charge of, and delivery of a child
C4	Application	for an order for disclosure of a child's whereabouts
C6	Notice	of proceedings [Hearing] [Directions Appointment] ( <i>Notice to parties</i> )
C6A	Notice	of proceedings [Hearing] [Directions Appointment] ( <i>Notice to non-parties</i> )
C7		Acknowledgement
C8		Confidential Address
C9	Statement	of Service
C10	Supplement	for an application for financial provision for a child or for variation of financial provision for a child
C10A	Statement	of Means
C11	Supplement	for an application for an Emergency Protection Order
C12	Supplement	for an application for a Warrant to assist a person authorised by an Emergency Protection Order
C13	Supplement	for an application for a Care or Supervision Order
C14	Supplement	for an application for authority to refuse contact with a child in care
C15	Supplement	for an application for contact with a child in care

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

C16	Supplement	for an application for a Child Assessment Order
C17	Supplement	for an application for an Education Supervision Order
C17A	Supplement	for an application for an extension of an Education Supervision Order
C18	Supplement	for an application for a Recovery Order
C19	Supplement	for a Warrant of Assistance
C20	Supplement	for an application for an order to hold a child or Secure Accommodation
C21	Order or direction	Blank
C22	Record	of hearing
C23	Order	Emergency Protection Order
C24	Order	Variation of an Emergency Protection Order Extension of an Emergency Protection Order Discharge of an Emergency Protection Order
C25	Warrant	To assist a person authorised by an Emergency Protection Order
C26	Order	Authority to keep a child in Secure Accommodation
C27	Order	Authority to search for another child
C28	Warrant	To assist a person to gain access to a child or entry to premises
C29	Order	Recovery of a child
C30	Order	To disclose information about the whereabouts of a missing child
C31	Order	Authorising search for, taking charge of, and delivery of a child
C32	Order	Care Order Discharge of a Care Order
C33	Order	Interim Care Order

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C34	Order	Contact with a child in care Authority to refuse contact with a child in care
C35	Order	Supervision Order Interim Supervision Order
C36	Order	Substitution of a Supervision Order for a Care Order Discharge of a Supervision Order Variation of a Supervision Order Extension of a Supervision Order
C37	Order	Education Supervision Order
C38	Order	Discharge of an Education Supervision Order Extension of an Education Supervision Order
C39	Order	Child Assessment Order
C40	Direction	To undertake an investigation
C42	Order	Family Assistance Order
C43	Order	Residence Order Contact Order Specific Issue Order Prohibited Steps Order
C44	Order	Leave to change the surname by which a child is known Leave to remove a child from the United Kingdom
C45	Order	Parental Responsibility Order Termination of a Parental Responsibility Order
C46	Order	Appointment of a guardian Termination of the appointment of a guardian
C47	Order	Making or refusing the appointment of a guardian ad litem

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		Termination of the appointment of a guardian ad litem
C48	Order	Appointment of a solicitor for a child
		Refusal of the appointment of a solicitor for a child
		Termination of the appointment of a solicitor for a child
C49	Order	Transfer of Proceedings to [the High Court] [a county court] [a family proceedings court]
C51		Application for a Parental Order
C52		Acknowledgement of an application for a Parental Order
C53	Order	Parental Order
C54	Notice	of Refusal of a Parental Order

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SCHEDULE 2

Rule 28

Rule 28

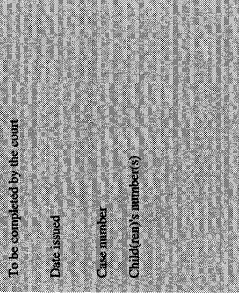
SCHEDULE 2

Form C1

Application for an order

Children Act 1989

The court



To be completed by the court

Date issued

Case number

Child(ren)'s number(s)

The full name(s) of the child(ren)

3 Other cases which concern the child(ren)

- if there have ever been, or there are pending, any court cases which concern a child whose name you have put in paragraph 2
- a full, half or step brother or sister of a child whose name you have put in paragraph 2
- a person in this case who is or has been, involved in caring for a child whose name you have put in paragraph 2
- attach a copy of the relevant order and give
  - the name of the court
  - the name and panel address (if known) of the guardian ad litem, if appointed
  - the name and contact address (if known) of the court welfare officer, if appointed
  - the name and contact address (if known) of the solicitor appointed for the child(ren).

9

4 The respondent(s)

- Appendix 3 Family Proceedings Rules 1991, Schedule 2 Family Proceedings Courts (Children Act 1989) Rules 1991
- For each respondent state
  - the title, full name and address
  - the date of birth (if known) or the age
  - the relationship to each child.

C1

8

2 The child(ren) and the order(s) you are applying for

- For each child state
  - the full name, date of birth, and sex
  - the type of order(s) you are applying for (for example, residence order, contact order, supervision order).

C1

7

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**8 The education and health of the child(ren)**

- For each child state
- the name of the school, college or place of training which the child attends
  - whether the child is in good health. Give details of any serious disabilities or ill health.
  - whether the child has any special needs.

**9 The parents of the child(ren)**

- For each child state
- the full name of the child's mother and father
  - whether the parents are, or have been, married to each other
  - whether the parents live together. If so, where.
  - whether, to your knowledge, either of the parents have been involved in a court case concerning a child. If so, give the date and the name of the court.

**10 The family of the child(ren) (other children)**

- For any other child not already mentioned in the family (for example, a brother or a half sister) state
- the full name and address
  - the date of birth (if known) or age
  - the relationship of the child to you.

**5 Others to whom notice is to be given**

- Appendix 3 Family Proceedings Rules 1991; Schedule 2 Family Proceedings Courts (Children Act 1989) Rules 1991
- For each person state
- the title, full name and address
  - the date of birth (if known) or age
  - the relationship to each child

**6 The care of the child(ren)**

- For each child in paragraph 2 state
- the child's current address and how long the child has lived there
  - whether it is the child's usual address and who cares for the child there
  - the child's relationship to the other children (if any).

**7 Social Services**

- For each child in paragraph 2 state
- whether the child is known to the Social Services.
  - If so, give the name of the social worker and the address of the Social Services department.
  - whether the child is, or has been, on the Child Protection Register. If so, give the date of registration.

CI

CI

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**Application** Form C2

- for leave to commence proceedings  
*Family Proceedings Rules 1991 Rule 4.3*  
*Family Proceedings Courts (Children Act 1989) Rules 1991 Rule 3*
- for an order or directions in existing family proceedings  
*Children Act 1989*
- to be joined as, or cease to be, a party in existing family proceedings  
*Family Proceedings Rules 1991 Rule 4.7(2)*  
*Family Proceedings Courts (Children Act 1989) Rules 1991 Rule 7(2)*

The court

To be completed by the court

Date issued

Case number

Child(ren)'s number(s)

The full name(s) of the child(ren)

**1 About you (the person making this application)**

- State
- your title, full name, address, telephone number, date of birth and relationship to each child above
  - your solicitor's name, address, reference, telephone, FAX and DX numbers
  - if you are already a party to the case, give your description (for example, applicant, respondent or other).

C2

**11 Other adults**

- State
- the full name of any other adults (for example, lodgers) who live at the same address as any child named in paragraph 2
  - whether they live there all the time
  - whether, to your knowledge, the adult has been involved in a court case concerning a child. If so, give the date and the name of the court.

**12 Your reason(s) for applying and any plans for the child(ren)**

- State briefly your reasons for applying and what you want the court to order.
- Do not give a full statement if you are applying for an order under Section 8 of Children Act 1989. You may be asked to provide a full statement later.
  - Do not complete this section if this form is accompanied by a prescribed supplement.

**13 At the court**

- State
- whether you will need an interpreter at court (parties are responsible for providing their own). If so, specify the language.
  - whether disabled facilities will be needed at court.

Signed (Applicant)	Date
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C1

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**Application for an order authorising search for, taking charge of, and delivery of, a child**  
Section 34 Family Law Act 1986

Form C3

The court

The full name(s) of the child(ren)

To be completed by the court  
Date issued

Case number  
Child(ren)'s number(s)

**1 About you (the applicant)**

- State
- your title, full name, address, telephone number, date of birth and relationship to each child above
  - your solicitor's name, address, reference, telephone, FAX and DX numbers

**2 The child(ren)**

- For each child state
- the full name, date of birth and sex
  - the title, full name, address, telephone number of the person believed to have actual control of the child
  - details which identify the child. You may enclose a recent photograph of the child, which should be dated.

**2 The order(s) or direction(s) you are applying for**

- State for each child
- the full name, date of birth and sex
  - the type of order(s) you are applying for (for example, residence order, contact order, supervision order).

**3 Persons to be served with this application**

For each respondent to this application state the title, full name and address.

**4 Your reason(s) for applying and any plans for the child(ren)**

State briefly your reasons for applying.  
Do not give a full statement if you are applying for an order under Section 8 Children Act 1989.  
You may be asked to provide a full statement later.

Signed (Applicant) \_\_\_\_\_ Date \_\_\_\_\_

C2

**Application for an order authorising search for, taking charge of, and delivery of, a child**  
Section 34 Family Law Act 1986

The court

The full name(s) of the child(ren)

To be completed by the court  
Date issued

Case number  
Child(ren)'s number(s)

**1 About you (the applicant)**

- State
- your title, full name, address, telephone number, date of birth and relationship to each child above
  - your solicitor's name, address, reference, telephone, FAX and DX numbers

**2 The child(ren)**

- For each child state
- the full name, date of birth and sex
  - the title, full name, address, telephone number of the person believed to have actual control of the child
  - details which identify the child. You may enclose a recent photograph of the child, which should be dated.

Signed (Applicant) \_\_\_\_\_ Date \_\_\_\_\_

C3

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

**Application for an order for disclosure of a child's whereabouts**  
Section 33 Family Law Act 1986

Form C4

The court

The full name(s) of the child(ren)

To be completed by the court Date issued Case number Child(ren)'s number(s)
--

**1 About you (the applicant)**

- State
- your title, full name, address, telephone number, date of birth and relationship to each child above
  - your solicitor's name, address, reference, telephone, FAX and DX numbers.

**2 The child(ren)**

- For each child state
- the full name, date of birth and sex
  - the title, full name, address, telephone number of the person believed to have actual control of the child
  - details which identify the child. You may enclose a recent photograph of the child, which should be dated.

**3 The grounds for the application**

- State
- whether the application is ex parte and if so, why
  - particulars of the order being disobeyed
  - the best information available as to the whereabouts of the child.

Signed (Applicant)	Date
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C3

**Application for an order for disclosure of a child's whereabouts**  
Section 33 Family Law Act 1986

The court

The full name(s) of the child(ren)

To be completed by the court Date issued Case number Child(ren)'s number(s)
--

**1 About you (the applicant)**

- State
- your title, full name, address, telephone number, date of birth and relationship to each child above
  - your solicitor's name, address, reference, telephone, FAX and DX numbers.

**2 The child(ren)**

- For each child state
- the full name, date of birth and sex
  - the title, full name, address, telephone number of the person believed to have actual control of the child
  - details which identify the child. You may enclose a recent photograph of the child, which should be dated.

C4

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- 3 The order you are seeking**
- State
- the name(s) of the person(s) to be directed by the Court to disclose relevant information as to the whereabouts of the child
  - specific directions you would like the court to give as to when and how the information shall be disclosed to the court.

- 4 The grounds for the application**
- State why you believe that
- the court does not have adequate information as to where the child is
  - the person(s) to whom the order is directed may have relevant information.

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Signed (Applicant) \_\_\_\_\_ Date \_\_\_\_\_

C4

In

Telephone Number  
 FAX Number  
 Case Number

**Notice of Proceedings  
 [Hearing] [Directions Appointment]**

has applied to the court for an order.  
 Child(ren)'s number(s)

The application concerns the following child(ren)

**About the [Hearing] [Directions Appointment]**

You should attend when the Court hears the application at

on \_\_\_\_\_ [am] [pm]  
 at \_\_\_\_\_

The hearing is estimated to last

**What to do next**

There is a copy of the application with this Notice. You have been named as a party in the application.

Read the application now, and the notes overleaf.

When you go to court please take this Notice with you and show it to a court official.

C6 (Notice to parties)

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

In

Telephone Number  
FAX Number  
Case Number

**Notice of Proceedings  
[Hearing] [Directions Appointment]**

has applied to the court for  
order.

Child(ren)'s number(s)

a The application concerns the following child(ren)

**About the [Hearing] [Directions Appointment]**

The Court will hear the application at

on [am] [pm]  
at

The hearing is estimated to last

**What to do next**

You have been named in the application. Please read the notes overleaf.  
If you go to court please take this Notice with you and show it to a court official.

C6A (Notice to non-parties)

**About this Notice**

**Note 1 At the hearing or directions appointment** you will be able to tell the Court about any special needs or circumstances of the child(ren).

**Note 2 If Form C7 (Acknowledgement) is enclosed** you must fill it in and return it to the court as soon as possible, and serve a copy on the other parties.

**Note 3 For legal advice** go to a solicitor or an advice agency.  
Some solicitors specialise in court proceedings which involve children. You can obtain the address of a solicitor or an advice agency from the Yellow Pages or the Solicitors' Regional Directory.  
You will find these books at

- a Citizens Advice Bureau
- a Law Centre
- a local library.

A solicitor or an advice agency will be able to tell you whether you may be eligible for legal aid.

**Note 4 If you want to apply for an order** in respect of any of the children named on the Notice, fill in Form C2. In all correspondence quote the case number and the child(ren)'s number(s).

You can obtain the form from a court office. A booklet is available which will tell you more about the orders you can apply for and help you to make your application. The application must be made to the court sending you this notice.

C6 (Notice to parties)

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

**Acknowledgement** **Form C7**

The court

Case number

The full name(s) of the child(ren)

Child(ren)'s number(s)

Date of [Hearing | Directions Appointment]

**What you (the person receiving this form) should do**

- Answer the questions overleaf.
- If you need more space for an answer use a separate sheet of paper. Please put your full name, case number and the child(ren)'s number(s) at the top.
- If the applicant has asked the court to order you to make a payment for a child you must also fill in a Statement of Means (Form C10A). You can obtain this form from a court office if one has not been enclosed with the papers served on you.
- When you have answered the questions make copies of both sides of this form. You will need a copy for the applicant, and each party named in Part 4 of Form C1.
- Post, or hand, a copy to the applicant and to each party. Then post, or take, this form, and the Statement of Means if you filled one in, to the court at the address below. You must do this, within 14 days of the date when you were given the Notice of Proceedings, or of the postmark on the envelope if the Notice of Proceedings was posted to you.

To be completed by the court

[The Chief Clerk] [Clerk to the Justices]

The court office is open from am to pm on Mondays to Fridays

C7

22

**About this Notice**

Note 1

You do not have the right to take part in the proceedings, at present. If you want to take part (become a party to the proceedings) you must apply to the court on Form C2. In all correspondence quote the case number and the child(ren)'s number(s).

You can obtain Form C2 from a court office. A booklet is available which will tell you more about the orders you can apply for and help you to make your application. The application must be made to the court sending you this notice.

Note 2

For legal advice go to a solicitor or an advice agency. Some solicitors specialise in court proceedings which involve children. You can obtain the address of a solicitor or an advice agency from the Yellow Pages or the Solicitors' Regional Directory. You will find these books at

- a Citizens Advice Bureau
- a Law Centre
- a local library

A solicitor or an advice agency will be able to tell you whether you may be eligible for legal aid.

C6A (Notice to non-parties)

21



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

1 About you

Full name \_\_\_\_\_  
 Date of birth \_\_\_\_\_  
 Address \_\_\_\_\_

Please give a daytime telephone number if you can. \_\_\_\_\_  
 Telephone Number \_\_\_\_\_

2 About your solicitor  
*If you do not have a solicitor put None.  
 (But see note 3 on the Notice of Proceedings which was served on you).*

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 Telephone Number \_\_\_\_\_  
 FAX Number \_\_\_\_\_  
 DX Number \_\_\_\_\_

3 Address to which letters and other papers should be sent. \_\_\_\_\_

4 The application was received on : \_\_\_\_\_

5 Do you oppose the application? \_\_\_\_\_

6 Do you intend to apply to the court for an order? \_\_\_\_\_

7 Will you use an interpreter at court?  
*If Yes state the language into which the interpreter will translate.  
 Note: If you require an interpreter you must bring your own.*

Signed (Respondent) \_\_\_\_\_  
 Date \_\_\_\_\_

23

C7

**Confidential Address** **Form C8**  
*Family Proceedings Rules 1991 Rule 10.21  
 Family Proceedings Courts (Children Act 1989) Rules 1991 Rule 33A*

The court \_\_\_\_\_

Case number \_\_\_\_\_

The full name(s) of the child(ren) \_\_\_\_\_  
 Child(ren)'s number(s) \_\_\_\_\_

Your full name \_\_\_\_\_

**The omitted address**  
*This form is to be used by any party in Family Proceedings who does not wish to reveal the address of their private residence or that of any child. This address will not be revealed to any person save by order of the Court. State that address.*

\_\_\_\_\_

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C8

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

<p><b>Statement of Service</b></p> <p><i>Family Proceedings Rules 1991 Rule 4.3</i>  <i>Family Proceedings Courts (Children Act 1989) Rules 1991 Rule 8</i></p>	<p><b>Form C9</b></p>
<p>The court</p>	<p>Case number</p>
<p>The full name(s) of the child(ren)</p>	<p>Child(ren)'s number(s)</p>
<p><b>You must</b></p> <ul style="list-style-type: none"> <li>• give details of service of the application on each of the other parties</li> <li>• give details of service on persons to whom notice has to be given</li> <li>• file this form with the court on or before the first Directions Appointment or Hearing of the Proceedings</li> </ul>	<p><b>You should</b></p> <ul style="list-style-type: none"> <li>• if the person's solicitor was served, give his or her name and address</li> <li>• if the guardian ad litem was served on behalf of the child, give his or her name and postal address.</li> </ul>
<p><b>You must indicate</b></p> <ul style="list-style-type: none"> <li>• the manner, date, time and place of service,</li> <li>or</li> <li>• where service was effected by post, the date, time and place of posting.</li> </ul>	<p>Prescribed forms served</p>
<p>Name and address of person served</p>	<p>How, when and where served</p>
<p>I have served the [application] [Notice of Proceedings] as stated above.                  I am the [applicant] [solicitor for the applicant] [other (state)]</p>	<p>Date</p>
<p>Signed</p>	<p>Date</p>
<p>C9</p>	<p>25</p>

<p><b>Supplement for an application for financial provision for a child or variation of financial provision for a child</b></p> <p><i>Paragraph 4 Schedule 1 Children Act 1989</i></p>	<p><b>Form C10</b></p>
<p>The court</p>	<p>To be completed by the court</p> <p>Date issued</p> <p>Case number</p> <p>Child(ren)'s number(s)</p>
<p>The full name(s) of the child(ren)</p>	<p>Child(ren)'s number(s)</p>
<p><b>1 About the application</b></p> <p>State whether you are seeking</p> <ul style="list-style-type: none"> <li>• an order for a lump sum; a transfer of property; a settlement of property; periodical payments; secured periodical payments;</li> <li>or</li> <li>• a variation of an order for periodical payments; secured periodical payments; payment of a lump sum by instalments.</li> </ul> <p><b>Note:</b> Applications concerning transfer of property, settlement of property or secured periodical payments can only be heard in the High Court or a county court.</p>	<p><b>2 Previous court orders and written agreements</b></p> <p>If a written agreement or court order has been made a copy should be attached to this application.</p> <p>If not available state</p> <ul style="list-style-type: none"> <li>• the date</li> <li>• the terms</li> <li>• the parties</li> <li>• the court.</li> </ul>
<p>C10</p>	<p>26</p>

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

**4 About the order**

State the terms of the order you ask the Court to make and in particular

- the amount you would like the court to order
- whether you would like that amount paid weekly or monthly (if you are not applying for a lump sum)
- why you require the payments, or would like the court to vary an existing order.

**3 The Child Support Agency**

Assessment for maintenance

State whether the Agency has made an assessment for the maintenance of the child(ren):  Yes  No

If Yes, state whether you are applying for additional child maintenance

- because the Child Support Agency will no longer deal with your claim.

You should explain why the Agency will not deal with the claim.

- on top of payments made through the Child Support Agency.

You should explain why you need additional maintenance and confirm that the Child Support Agency's assessment is the maximum amount obtainable.

**5 The collection of payment**

If payments are not to be collected and paid to you by the Child Support Agency, give full details of how you would like payments collected. Possible ways are:

- Directly to a bank, building society or post office account

Give the full name and address, sorting code and the number of the account into which payment is to be made.

- By an attachment of earnings order

This is a court order which is sent to the employer of the person who is to pay.

- If you would like the court to direct that money is paid in some other way

please say what method you would like.

And if you do not mind how the money is paid, please say so. The Court will decide how it should be paid.

Written agreement for maintenance

State whether there is a written maintenance agreement:  Yes  No

If No, state whether you are applying for payment:

- for [a] stepchild(ren)

- in addition to child support maintenance already paid under a Child Support Agency assessment

to meet expenses arising from the disability of [a] child(ren)

- to meet expenses incurred by [a] child(ren) in being educated or training for work

- when either the child(ren) OR the person with care of the child(ren) OR

the absent parent of the child(ren) is not habitually resident in the United Kingdom

- for any other reason (specify):

Signed (Applicant)

Date

**You should now complete a Statement of Means, Form C10A**

C10

C10

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

**4 Your buildings and land**  
*List all buildings and land you own, whether in your name alone or jointly, stating for each*

- the address
- the name(s) of the owner(s)
- the current value.

**5 Your financial assets**  
*List each bank, building society and post office account, stating for each*

- the name and address where the account is held
- the account number
- the current balance.

*List all investments and securities (for example, shares, insurance policies) stating for each one the name and quantity and current value.*

*List all pension schemes, stating for each one the scheme name and the company.*

**Form C10A**

**Statement of Means**  
*Schedule 1 Children Act 1989*

The court

To be completed by the court

Date issued

Case number

Child(ren)'s number(s)

The full name(s) of the child(ren)

**Warning** The Court will require to see written evidence of unemployment or sickness; or wage or salary slips, bank statements, and other papers giving details of your means. This evidence should be attached to this form or brought with you when you attend the hearing.

**1 About you**

State

- your title, full name, address, telephone number and date of birth
- whether you are married, single or other
- whether you are the applicant or the respondent.

**2 Your dependants**

State for each dependant

- the dependant's title, full name and age
- whether the dependant is a spouse, partner, child or other
- whether the dependant is wholly or partially financially dependent on you
- whether the dependant lives with you.

**3 Your employment**

State whether you are employed, self-employed, unemployed or other.

If you are employed, state

- your employment
- your employer's name, address and daytime telephone number.

---

**6 Other possessions of value**  
*List all possessions of value (for example, jewellery, antiques, collectable items), stating for each:*

- what they are
- the current value.

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C10A

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C10A

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

**Supplement for an application for an Emergency Protection Order**

*Section 44 Children Act 1989*

The court

The full name(s) of the child(ren)

**1 Description of the child(ren)**  
*If a child's identity is not known, state details which will identify the child. You may enclose a recent photograph of the child, which should be dated.*

**2 The grounds for the application**  
*The grounds are*

A  that there is reasonable cause to believe that [this] [these] child[ren] [is] [are] likely to suffer significant harm if  the child[ren] [is] [are] not removed to accommodation provided by or on behalf of this applicant or  [is] [are] currently being accommodated.

B  that enquiries are being made about the welfare of the child[ren] under Section 47(1)(b) (Child Protection Enquiries) and there is reasonable cause to believe that access to the child[ren] being reasonably refused to someone who is authorised to seek access and there is reasonable cause to believe that access to the child[ren] is required as a matter of urgency.

C  that there is reasonable cause to suspect that the child[ren] [is] [are] suffering, or [is] [are] likely to suffer, significant harm and enquiries are being made with respect to the welfare of the child[ren] and those enquiries are being frustrated by access to the child[ren] being unreasonably refused to someone who is authorised to seek access and there is reasonable cause to believe that access to the child[ren] is required as a matter of urgency.

Form C11

To be completed by the court

Date issued

Case number

Child(ren)'s number(s)

**3 The additional order(s) applied for**

- information on the whereabouts of the child(ren) (Section 48(1) Children Act 1989).
- authorisation for entry of premises (Section 48(3) Children Act 1989).
- authorisation to search for another child on the premises (Section 48(4) Children Act 1989).

**4 The direction(s) sought**

- contact (Section 44(6)(a) Children Act 1989).
- a medical or psychiatric examination or other assessment of the child(ren) (Section 44(6)(b) Children Act 1989).
- to be accompanied by a registered medical practitioner, registered nurse or registered health visitor (Section 45(12) Children Act 1989).

**5 The reason(s) for the application**  
*If you are relying on a report or other documentary evidence, state the date(s) and author(s) and enclose a copy.*

Signed (Applicant)	Date

C11

C11

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

Form C12

**Supplement for an application for  
a warrant to assist a person  
authorised by an Emergency Protection Order**

Section 48 Children Act, 1989

The court	To be completed by the court Date issued Case number Child(ren)'s number(s)
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The full name(s) of the child(ren)

**1 Description of the child(ren)**

*If a child's identity is not known, state details which will identify the child  
You may enclose a recent photograph of the child, which should be dated.*

**3 The direction(s) sought**

- State
- whether you wish to accompany the constable, if the warrant is granted
  - whether you wish the constable to be accompanied by a registered medical practitioner, registered nurse or registered health visitor, if he so wishes
  - where the constable is to take the child, if the warrant is executed.

**4 The reason(s) for the application**

*If you are relying on a report or other documentary evidence, state the date(s) and author(s)  
and enclose a copy.*

**2 The grounds for the application**

An emergency protection order was made on:  
*(State the date and time, and attach a copy of the order)*

and  a person has been prevented from exercising powers under the order by being refused entry to premises or access to the child(ren)

or

that a person is likely to be prevented from exercising powers under the order by being refused entry to premises or access to the child(ren)

\_\_\_\_\_  
C12

Signed (Applicant) \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_  
C12

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

**Supplement for an application for a Care or Supervision Order**  
Section 31 Children Act 1989

**3 Your plans for the child(ren)**

- Include*
- in the case of supervision orders only, any requirements which you will invite the court to impose pursuant to paragraph 1 Schedule 3 Children Act 1989
  - in all cases, whether you will invite the court to make an interim order.

**4 The direction(s) sought**

*Family Proceedings Rules 1991 Rule 4.14  
Family Proceedings Courts (Children Act 1989) Rules 1991 Rule 14*

**Form C13**

The court

To be completed by the court

Date issued

Case number

Child(ren)'s number(s)

The full name(s) of the child(ren)

**1 The grounds for the application**

The grounds are that the child(ren) [is] [are] likely to suffer, significant harm and the harm, or likelihood of harm, is attributable to

- the care given to the child(ren), or likely to be given to the child(ren) if the order were not made, not being what it would be reasonable to expect a parent to give to the child(ren)
- the child(ren) being beyond parental control

**2 The reason(s) for the application**

*If you are relying on a report or other documentary evidence, state the date(s) and author(s) and enclose a copy.*

Signed (Applicant)

Date

C13

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

**Form C14**

**Supplement for an application for authority to refuse contact with a child in care**

*Section 34(4) Children Act 1989*

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The court

To be completed by the court

Date issued

Case number

Child(ren)'s number(s)

---

The full name(s) of the child(ren)

---

**1 The current arrangements for contact**

State

- the full name(s) of each person who has contact with each child and the current arrangements for contact
- whether the local authority has refused contact for 7 days or less (Section 34(6) Children Act 1989).

---

**2 The order applied for**

*State the full name and relationship of any person in respect of whom authority to refuse contact with each child is sought.*

---

**3 The reason(s) for the application**

*If you are relying on a report or other documentary evidence state the date(s) and author(s) and enclose a copy.*

---

Signed (Applicant) \_\_\_\_\_ Date \_\_\_\_\_

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C14

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

**Form C15**

**Supplement for an application for contact with a child in care**  
Section 34(2) and (3) Children Act 1989

The court

To be completed by the court  
Date issued

Case number

Child(ren)'s number(s)

The full name(s) of the child(ren)

**1 Your relationship to the child(ren)**

State whether

- you are a parent or guardian
- you hold a residence order which was in force immediately before the care order was made (Section 34(1)(c) Children Act 1989)
- you had care of the child(ren) through an order which was in force immediately before the care order was made (Section 34(1)(d) Children Act 1989)

**2 The order applied for and your reason(s) for the application**  
If you are relying on a report or other documentary evidence, state the date(s) and author(s) and enclose a copy.

Signed (Applicant)

Date

C15

**Form C16**

**Supplement for an application for a Child Assessment Order**  
Section 43 Children Act 1989

The court

To be completed by the court  
Date issued

Case number

Child(ren)'s number(s)

The full name(s) of the child(ren)

**1 The grounds for the application**

The grounds are that there is reasonable cause to suspect that the child(ren) [is] [are] suffering, or [is] [are] likely to suffer, significant harm

an assessment of the state of the child(ren)'s health or development or of the way in which the child(ren) [has] [have] been treated, is required to determine whether or not the child(ren) [is] [are] suffering, or [is] [are] likely to suffer, significant harm and it is unlikely that such an assessment will be made, or be satisfactory, in the absence of an order under this section.

State your reason(s) for believing the grounds exist.  
If you are relying on a report or other documentary evidence, state the date(s) and author(s) and enclose a copy.

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

**2 The direction(s) sought in respect of the assessment**  
*Sections 43(5), (6), (7) and (9) Children Act 1989*

**Form C17**  
**Supplement for an application for an Education Supervision Order**

*Section 36 Children Act 1989  
Paragraph 16 Schedule 3 Children Act 1989*

The court

	<p><small>To be completed by the court</small></p> <p>Date issued</p> <p>Case number</p> <p>Child(ren)'s number(s)</p>
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The full name(s) of the child(ren)

**1 Prior consultation**  
*Sections 36(8) and 36(9) Children Act 1989*  
State the name of the local authority whose Social Services Committee has been consulted:

- The local authority is the authority providing the child(ren) with accommodation or on whose behalf the child(ren) [is] [are] being provided with accommodation.
- or**
- The local authority is the authority within whose area the child(ren) live[s], or will live.

**2 The grounds for the application**  
The ground is that the child(ren) [is] [are] of compulsory school age and [is] [are] not being properly educated.  
State your reason(s) for believing the ground exists. If you are relying on a report or other documentary evidence, state the date(s) and author(s) and enclose a copy.

**3 The order and direction(s) applied for**

Signed (Applicant)	Date

C17

Signed (Applicant)	Date

C16

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

Supplement for an application for an extension of an Education Supervision Order

Paragraph 15(2) Schedule 3 Children Act 1989

Supplement for an application for a Recovery Order

Section 50 Children Act 1989

Form C17A

Form C18

The court  
To be completed by the court  
Date issued

The court  
To be completed by the court  
Date issued  
Case number  
Child(ren)'s number(s)

Case number

Child(ren)'s number(s)

The full name(s) of the child(ren)

The full name(s) and initials of the child(ren)

**1 About the Education Supervision Order**  
State when the order was made and when it is due to end.  
Enclose a copy of the order.

**1 Particulars of the child(ren)**  
State whether the child(ren) [is] [are]  in care  
or  the subject of an emergency protection order  
or  in police protection.  
If a child's identity is not known, state details that will identify the child.  
You may enclose a recent photograph of the child, which should be dated.

**2 The extension**  
State your reason(s) for asking the court to extend the order. If you are relying on a report or other documentary evidence, state the date(s) and author(s) and enclose a copy.

**2 The order and direction(s) applied for**  
State  
• whether the child(ren) [is] [are] to be produced to an authorised person specified by the court (Section 50(7) Children Act 1989)  
• whether you require the court to authorise a constable to enter specified premises (Section 50(3)(d) Children Act 1989).

Signed (Applicant)  
Date  
C17A

Signed (Applicant)  
Date  
C18

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

Application for a warrant of assistance  
Section 102 Children Act 1989  
Section 33 Adoption Act 1976

Form C19

The court

To be completed by the court

Date issued

Case number

Child(ren)'s number(s)

1 About you (the applicant)

- State
  - your title, full name, address, telephone number, and relationship to the child(ren) (if any)
  - your solicitor's name, address, reference, telephone, FAX and DX numbers
  - whether you are:
    - a person authorised by the local authority
    - a person authorised by the Secretary of State
    - a supervisor acting under a supervision order

2 Description of the child(ren) (if applicable)

If a child's identity is not known, state details which will identify the child. You may enclose a recent photograph of the child, which should be dated.

3 The grounds for the application

The grounds are that the child(ren)  [has] [have] been unlawfully taken away or [is] [are] being unlawfully kept away from the responsible person

or  [has] [have] run away or [is] [are] staying away from the responsible person

or  [is] [are] missing.

4 The reason(s) for the application

Include your ground(s) for believing that the child(ren) (is) (are) on the premises named in paragraph 2 above (if applicable) (Section 50(6) Children Act 1989).

If you are relying on a report or other documentary evidence, state the date(s) and author(s) and enclose a copy.

Signed (Applicant) \_\_\_\_\_ Date \_\_\_\_\_

C18

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

4 The respondent(s)

For each respondent state the title, full name, address, telephone number and relationship (if any) to each child.

5 The reason(s) for the application

If you are relying on a report or other documentary evidence, state the date(s) and author(s) and enclose a copy.

3 The grounds for the application

I am attempting to exercise powers under an enactment within Section 102(6) Children Act 1989 at the following premises (give full address):

and

I have been prevented from exercising those powers by
I am likely to be prevented from exercising those powers by

- s6(6) [being, or likely to be, refused entry to accommodation provided by a voluntary organisation]
s6(4) [being, or likely to be, refused access to a child in accommodation provided by a voluntary organisation]
s6(3) [being, or likely to be, refused entry to a child's home]
s7(2) [being, or likely to be, refused access to a child in a children's home]
[being, or likely to be, refused entry to a private foster home]
[being, or likely to be, refused access to a child in a private foster home]
[being, or likely to be, refused entry to domestic premises where child-minding is carried on]
[being, or likely to be, refused access to a child on domestic premises where child-minding is carried on]
[being, or likely to be, refused entry to premises on which day care for children under the age of 8 is provided]
[being, or likely to be, refused access to a child in premises on which day care for children under the age of 8 is provided]
s8(5) [being, or likely to be, refused entry to a residential care, nursing or mental nursing home]
s8(5) [being, or likely to be, refused access to a child in a residential care, nursing or mental nursing home]
Section 33 Adoption Act 1976 [being, or likely to be, refused entry to an independent school]
[being, or likely to be, refused access to a child in an independent school]
[being, or likely to be, refused entry to premises on which a protected child is, or is likely to be, kept]
[being, or likely to be, refused access to a protected child]
s8(6) [being, or likely to be, refused entry to any of the premises specified by Section 80(1) Children Act 1989]
[being, or likely to be, refused access to a child in any of the premises specified by Section 80(1) Children Act 1989]
Paragraph 1(a) of Schedule 3 [being, or likely to be, refused entry to accommodation where a supervised child is living]
Paragraph 8(2)(b) of Schedule 3 [being, or likely to be, refused contact with a supervised child by a responsible person]
Schedule 3

PERSON AUTHORISED BY THE LOCAL AUTHORITY

PERSON AUTHORISED BY THE SECRETARY OF STATE SUPERVISOR UNDER THE SUPERVISION ORDER

C19

6 The direction(s) sought

State whether you wish to accompany the constable, if the warrant is granted whether you wish the constable to be accompanied by a registered medical practitioner, registered nurse or registered health visitor, if he so wishes.

Signed (Applicant)

Date

C19

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

**Supplement for an application for an order to hold a child in Secure Accommodation** Form C20

*Section 25 Children Act 1989*

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The court To be completed by the court

Date issued

Case number

Child(ren)'s number(s)

---

The full name(s) of the child(ren)

**1 The grounds for the application**

The grounds are  that the child(ren) [has] [have] a history of absconding and [is] [are] likely to abscond from any other accommodation and if the child(ren) abscond [he] [she] [they] [is] [are] likely to suffer significant harm.

that if the child(ren) [is] [are] kept in any other accommodation, [the child] [they] [is] [are] likely to injure [himself] [themselves] or other people.

The approval of the Secretary of State to the placement of the child(ren) in secure accommodation has been granted and is attached.

*(In the case of a child under the age of 13)*

**2 The reason(s) for the application and length of order applied for**


*If you are relying on a report or other documentary evidence, state the date(s) and author(s) and enclose a copy.*

---

Signed (Applicant) Date

C20

**In the**



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The full name(s) of the child(ren) Date(s) of birth Child(ren)'s Number(s)

Case Number:

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[Order] [Direction]

Children Act 1989

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Ordered by [Mr] [Mrs] Justice

[His] [Her] Honour Judge

District Judge [of the Family Division]

Justice(s) of the Peace

Clerk of the Court

[Assistant] Recorder

on

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C21

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

In the

**Record of the Hearing on:** Case Number: \_\_\_\_\_

The full name(s) of the child(ren) \_\_\_\_\_ Child(ren)'s Number(s) \_\_\_\_\_

On notice  Ex parte

Attendances	Name	Present	Represented by

**Evidence**

The Court read the report(s) / statement(s) of \_\_\_\_\_ Dated \_\_\_\_\_

The Court heard oral evidence (on oath) of \_\_\_\_\_

*To be completed only when the court makes a finding of fact*

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In the

Case Number: \_\_\_\_\_  
Child(ren)'s Number(s): \_\_\_\_\_

**Order**

**Emergency Protection Order**  
Section 44 Children Act 1989

The full name(s) of the child(ren) \_\_\_\_\_ Boy or Girl \_\_\_\_\_ Date(s) of birth \_\_\_\_\_

[described as \_\_\_\_\_]

**Warning** It is an offence intentionally to obstruct any person exercising the power under Section 44(4)(b) Children Act 1989 to remove, or prevent the removal, of a child (Section 44(15) Children Act 1989).

**The Court grants** an Emergency Protection Order to the applicant who is \_\_\_\_\_

**The Court authorises** The order gives the applicant parental responsibility for the child(ren).  
[the applicant to remove the child(ren) to accommodation provided by or on behalf of the applicant]  
[the applicant to prevent the child(ren) being removed from \_\_\_\_\_]

**[This order directs that** any person who can produce the child(ren) to the applicant must do so.]

**The Court directs that**

This order ends on \_\_\_\_\_ at \_\_\_\_\_ [am] [pm]

Ordered by [M] [Ms] Justice \_\_\_\_\_ at \_\_\_\_\_ [am] [pm]  
[H] [Her] Honour Judge \_\_\_\_\_  
District Judge (of the Family Division)  
Justice(s) of the Peace

on \_\_\_\_\_ at \_\_\_\_\_ [am] [pm]

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



In the

Case Number:  
Child(ren)'s Number(s):

**Order**

[Variation of an Emergency Protection Order direction  
Section 44(9)(a) and (b) Children Act 1989]  
[Extension of an Emergency Protection Order  
Section 45(6) Children Act 1989]  
[Discharge of an Emergency Protection Order  
Section 45(8) Children Act 1989]

The full name(s) of the child(ren) \_\_\_\_\_ Date(s) of birth \_\_\_\_\_

**The Court (extends)**

[varies] [discharges] [the direction(s) given] [the Emergency Protection Order granted]  
by [this Court] [the \_\_\_\_\_]

on \_\_\_\_\_ at \_\_\_\_\_ [am] [pm] \_\_\_\_\_ Court

[The direction(s) are  
varied as follows]

[The order now ends on]

Ordered by [Mr] [Mrs] Justice  
[His] [Her] Honour Judge  
District Judge [of the Family Division]  
Justice(s) of the Peace

on \_\_\_\_\_ at \_\_\_\_\_ [am] [pm] \_\_\_\_\_

C24

**Notes about the Emergency Protection Order**

**About this order**

This is an Emergency Protection Order. This order states what has been authorised in respect of the child(ren) and when the order will end. The court can extend this order for up to 7 days but it can only do this once.

**Warning**  
If you are shown this order, you must comply with it. If you do not, you may commit an offence. Read the order now.

**What you may do**

You may apply to the court to change the directions or to end the order. You may apply at any time, but the court will only hear an application to end an order when 72 hours have passed since the order was made. If you would like to ask the court to change the directions, or end the order, you must fill in a form. You can obtain the form from a court office.

If the court has directed that the child(ren) should have a medical, psychiatric or another kind of examination, you may ask the court to allow a doctor of your choice to be at the examination.

**What you should do**

Go to a solicitor as soon as you can. Some solicitors specialise in court proceedings which involve children. You can obtain the address of a solicitor or an advice agency from the Yellow Pages or the Solicitors' Regional Directory. You will find these books at:  
• a Citizens Advice Bureau  
• a Law Centre  
• a local library.

A solicitor or an advice agency will be able to tell you whether you may be eligible for legal aid.

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



In the

Case Number:  
Child's Number:

**Warrant** To assist a person authorised by an Emergency Protection Order  
Section 48(9) Children Act 1989

**To all Police Constables**

The Court was satisfied that

who is the applicant, has been prevented, or is likely to be prevented from exercising powers under an Emergency Protection Order by being refused entry to the named premises or access to the child concerned.

You to assist the applicant to exercise powers under an Emergency Protection Order made on

You may use reasonable force if necessary.

Name

Boy or Girl

Date of birth

described as

known as

You may assist the applicant to gain entry to the premises

**The Court directs**

[that you should not be accompanied by the person who applied for the warrant]

[that you may, if you wish, be accompanied by a registered medical practitioner or a registered nurse or a registered health visitor]

You should execute this warrant in accordance with the orders and directions contained in the Emergency Protection Order.

This warrant has [not] been made ex parte.

This warrant ends on

Ordered by

[Mr] [Mrs] Justice

[His] [Her] Honour Judge

District Judge [of the Family Division]

Justice[s] of the Peace

on

at

[am] [pm]

C25

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In the

Case Number:  
Child's Number:

**Order** Authority to keep a child in Secure Accommodation  
Section 25 Children Act 1989

The full name(s) of the child

Date of birth

**The Court authorises**

to keep the child in secure accommodation until

This order has been made on the ground that

[the child has a history of absconding and is likely to abscond from any other accommodation, and if the child absconds [he] [she] is likely to suffer significant harm]

[if the child is kept in any other accommodation the child is likely to injure [himself] [herself] or other persons]

[The Court was satisfied that the child, not being legally represented, had been informed of [his] [her] right to apply for legal aid and having had the opportunity to apply, had refused or failed to apply]

Ordered by

[Mr] [Mrs] Justice

[His] [Her] Honour Judge

District Judge [of the Family Division]

Justice[s] of the Peace

on

C26

58

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



In the

Case Number:  
Child's Number:

**Warrant** To assist a person to gain access to a child or entry to premises  
Section 102(1) Children Act 1989

**To all Police Constables**

The Court authorises you to assist

exercise powers under an enactment as specified on the reverse of this warrant.  
You may use reasonable force if necessary.

Name

Boy or Girl

Date of birth

described as

[You may assist this person to gain entry to the premises

known as

**The Court directs**

[that you should not be accompanied by the person who applied for the warrant]  
[that you may, if you wish, be accompanied by a registered medical practitioner or a registered nurse or a registered health visitor]

This warrant has [not] been made ex parte.

Ordered by [Mr] [Mrs] Justice  
[His] [Her] Honour Judge  
District Judge [of the Family Division]  
Justice(s) of the Peace

on at [am] [pm]

C28

60



In the

Case Number:  
Child's Number:

**Order** Authority to search for another child  
Section 48(4) Children Act 1989

The full name(s) of the child Boy or Girl Date of birth

[who is described as

The Court was satisfied that [an order had been granted on to the applicant for the emergency protection of a child, known as

and that the order had authorised the applicant to enter these premises].  
[there was reasonable cause to believe that the child named in this order may be on those premises and that an Emergency Protection Order ought to be made in respect of that child].

**The Court authorises**

who is the applicant to enter the premises, known as

and search for the child.

**Warning** It is an offence intentionally to obstruct the applicant from entering or searching the premises specified above (Sections 48(7) and (8) Children Act 1989).

This order has [not] been made ex parte.

This order ends on

Ordered by [Mr] [Mrs] Justice  
[His] [Her] Honour Judge  
District Judge [of the Family Division]  
Justice(s) of the Peace

on at [am] [pm]

C27

59



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



In the

Case Number:  
Child(ren)'s Number(s):

**Order**

To disclose information about the whereabouts of a missing child  
Section 33 Family Law Act 1986

The full name(s) of the child(ren) Boy or Girl Date(s) of birth

The adult(s) who [is] [are] believed to have the child(ren) [is] [are]

**Warning** Read this Order now. The Court has ordered you to give information and you must give it at once. If you do not, you may be in contempt of court and you may be fined, sent to prison or detained.

The Court orders and directs

You

to give all the information you have about where the child(ren) and adult(s) are now, or where they were when you last knew and where they are likely to be now.

You must give the information forthwith, that is as soon as practicable, to an officer of

[in the following way

Court

Ordered by [Mr] [Mrs] Justice [His] [Her] Honour Judge District Judge (of the Family Division) Justice(s) of the Peace [Assistant] Recorder ]

on

63



In the

Case Number:  
Child's Number:

**Order**

Authorising search for, taking charge of, and delivery of, a child  
Section 34 Family Law Act 1986

To [all Police Constables] [an Officer of the Court]

Notice You may use reasonable force to execute this order, if necessary.

The Court authorises you to take charge of the child

Boy or Girl Date of birth

whose whereabouts are believed to be

The Court authorises

you to enter and search any premises where you believe the child may be found.

The Court authorises

you to take charge of the child and deliver the child to

Name

Address

who is entitled to receive the child by virtue of an order made by

Court

on

Ordered by [Mr] [Mrs] Justice [His] [Her] Honour Judge District Judge (of the Family Division) Justice(s) of the Peace [Assistant] Recorder

on

64

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



In the

Case Number:  
Child(ren)'s Number(s):

**Order**

[Care Order  
Section 31 Children Act 1989]  
[Discharge of a Care Order  
Section 39(1) Children Act 1989]  
The full name(s) of the child(ren) \_\_\_\_\_  
Date(s) of birth \_\_\_\_\_

[The Court orders that the child(ren) be placed in the care of \_\_\_\_\_ local authority]

[The Court discharges \_\_\_\_\_ Court  
on \_\_\_\_\_ ]

**Warning**

While a Care Order is in force no person may cause the child(ren) to be known by a new surname or remove the child(ren) from the United Kingdom without the written consent of every person with parental responsibility for the child(ren) or the leave of the court.  
However, the local authority, in whose care [a] [the] child(ren) [is] [are], may remove that child from the United Kingdom for a period of less than 1 month. It may be a criminal offence under the Child Abduction Act 1984 to remove the child(ren) from the United Kingdom without the leave of the Court.

Ordered by [Mr] [Mrs] Justice  
[His] [Her] Honour Judge  
District Judge (of the Family Division)  
Justice(s) of the Peace

on \_\_\_\_\_

C32

65



In the

Case Number:  
Child(ren)'s Number(s):

**Order**

[Interim Care Order  
Section 38 Children Act 1989]  
The full name(s) of the child(ren) \_\_\_\_\_  
Date(s) of birth \_\_\_\_\_

The Court orders that the child(ren) be placed in the care of \_\_\_\_\_ local authority

The order expires on \_\_\_\_\_  
[The Court directs \_\_\_\_\_]

**Warning**

While a Care Order is in force no person may cause the child(ren) to be known by a new surname or remove the child(ren) from the United Kingdom without the written consent of every person with parental responsibility for the child(ren) or the leave of the court.  
However, the local authority, in whose care a child is, may remove that child from the United Kingdom for a period of less than 1 month. It may be a criminal offence under the Child Abduction Act 1984 to remove the child(ren) from the United Kingdom without the leave of the Court.

Ordered by [Mr] [Mrs] Justice  
[His] [Her] Honour Judge  
District Judge (of the Family Division)  
Justice(s) of the Peace  
Clerk of the Court

on \_\_\_\_\_

C33

66

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



In the

Case Number:  
Child(ren)'s Number(s):

**Order**

[Contact with a child in care  
Sections 34(2) and (3) Children Act 1989]  
[Authority to refuse contact with a child in care  
Section 34(4) Children Act 1989]  
The full name(s) of the child(ren) Date(s) of birth

The local authority

The Court orders that [there may be contact between the child(ren)] and

[the local authority is authorised to refuse contact between the child(ren)] and

[The contact is subject to the following conditions:]

[Notice  
An authority may refuse to allow the contact that would otherwise be required by virtue of Section 34(1) Children Act 1989 or an order under this section if (a) they are satisfied that it is necessary to do so in order to safeguard or promote the welfare of the child(ren); and (b) the refusal (i) is decided upon as a matter of urgency; and (ii) does not last for more than 7 days (Section 34(6) Children Act 1989).]

Ordered by [Mr] [Mrs] Justice

[His] [Her] Honour Judge  
District Judge [of the Family Division]  
Justice(s) of the Peace

on

C34

67



In the

Case Number:  
Child(ren)'s Number(s):

**Order**

[Supervision Order  
Section 31 and Paragraphs 1 and 2 Schedule 3 Children Act 1989]  
[Interim Supervision Order  
Section 38 and Paragraphs 1 and 2 Schedule 3 Children Act 1989]  
The full name(s) of the child(ren) Date(s) of birth

The Court orders

to supervise the child(ren) [for a period of \_\_\_\_\_ months from the date of this order]  
[for the interim period of \_\_\_\_\_ ]

The Court directs

Ordered by [Mr] [Mrs] Justice

[His] [Her] Honour Judge  
District Judge [of the Family Division]  
Justice(s) of the Peace  
Clerk of the Court

on

C35

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



In the

Case Number:  
Child(ren)'s Number(s):

**Order** [Substitution of a Supervision Order for a Care Order  
Section 39(4) Children Act 1989]  
[Discharge] [Variation] of a Supervision Order  
Sections 39(2) and (3) Children Act 1989  
[Extension of a Supervision Order  
Paragraph 6(3) Schedule 3 Children Act 1989]  
The full name(s) of the child(ren) \_\_\_\_\_ Date(s) of birth \_\_\_\_\_

The Court [substitutes]  
[discharges] [varies]  
[extends] \_\_\_\_\_  
the [Supervision Order] [for the] [Care Order]  
made by [this Court] [the  
\_\_\_\_\_ Court]

The Court orders \_\_\_\_\_  
on \_\_\_\_\_  
to supervise the child(ren).

The Court directs \_\_\_\_\_  
[This order ends on \_\_\_\_\_ ]

Ordered by [Mr] [Mrs] Justice  
[His] [Her] Honour Judge  
District Judge [of the Family Division]  
Justices] of the Peace  
on \_\_\_\_\_



In the

Case Number:  
Child(ren)'s Number(s):

**Order** Education Supervision Order  
Section 36 Children Act 1989  
The full name(s) of the child(ren) \_\_\_\_\_ Date(s) of birth \_\_\_\_\_

**Warning** A parent of the child(ren) may be guilty of an offence if he or she persistently fails to comply with a direction given by the supervisor under this order while it is in force (Paragraph 18 Schedule 3 Children Act 1989).

The Court was satisfied \_\_\_\_\_  
that the child(ren) [was] [were] of compulsory school age and [was] [were] not being properly educated.

The Court orders \_\_\_\_\_  
local education authority

to supervise the child(ren) \_\_\_\_\_  
[for a period of 12 months beginning on the date of this order]  
[until the child(ren) [is] [are] no longer of compulsory school age].

Ordered by [Mr] [Mrs] Justice  
[His] [Her] Honour Judge  
District Judge [of the Family Division]  
Justices] of the Peace  
on \_\_\_\_\_



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



In the

Case Number:  
Child(ren)'s Numbers:

**Order** [Discharge of an Education Supervision Order  
Paragraph 17(1) Schedule 3 Children Act 1989]  
[Extension of an Education Supervision Order  
Paragraph 15(2) Schedule 3 Children Act 1989]

The full name(s) of the child(ren) \_\_\_\_\_ Date(s) of birth \_\_\_\_\_

**The Court** [discharges]  
[extends] the Education Supervision Order  
made by [this Court] [the  
Court]

on \_\_\_\_\_  
requiring \_\_\_\_\_  
local education authority to supervise the child(ren).  
under Paragraph 17(2) Schedule 3 Children Act 1989 that

**[The Court directs** local authority shall investigate the circumstances of the child(ren)]

[This order ends on \_\_\_\_\_ ]

Ordered by [Mr] [Mrs] Justice  
[His] [Her] Honour Judge  
District Judge [of the Family Division]  
Justice[s] of the Peace

on \_\_\_\_\_

C38

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In the

Case Number:  
Child's Number:

**Order** Child Assessment Order  
Section 43 Children Act 1989

The full name(s) of the child \_\_\_\_\_ Date of birth \_\_\_\_\_

**The Court orders** a [medical] [psychiatric] [ \_\_\_\_\_ ] assessment of the child.

**The Court directs that** [the child is to be assessed at \_\_\_\_\_]

[the child is to be assessed by \_\_\_\_\_]

[the child may be kept away from home and stay at \_\_\_\_\_]

from \_\_\_\_\_  
to \_\_\_\_\_  
While away from home, the child must be allowed contact with \_\_\_\_\_

the assessment is to begin by \_\_\_\_\_ and last no more than \_\_\_\_\_ days from the date it begins.

**Notice** Any person who is in a position to produce the child must do so to \_\_\_\_\_ and must comply with the directions in this order.

Ordered by [Mr] [Mrs] Justice  
[His] [Her] Honour Judge  
District Judge [of the Family Division]  
Justice[s] of the Peace

on \_\_\_\_\_

C39

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



In the

Case Number:  
Child(ren)'s Number(s):

**Direction**

To undertake an investigation  
Section 37 Children Act 1989

The full name(s) of the child(ren) \_\_\_\_\_ Date(s) of birth \_\_\_\_\_

It appears to the Court \_\_\_\_\_ that it may be appropriate for a Care or Supervision Order to be made in respect of the child(ren).

The Court directs \_\_\_\_\_ the \_\_\_\_\_ local authority

[The Court directs \_\_\_\_\_ to investigate the circumstances of the child(ren).  
\_\_\_\_\_ copies of the following documents

shall be served on the local authority.]

**Reporting the result** \_\_\_\_\_ The local authority must report to the Court, in writing, under Sections 37(3) and (4) Children Act 1989, by: \_\_\_\_\_

Ordered by [Mr] [Mrs] Justice  
[His] [Her] Honour Judge  
District Judge [of the Family Division]  
Justice(s) of the Peace  
[Assistant] Recorder

on

C40

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In the

Case Number:  
Child(ren)'s Number(s):

**Order**

Family Assistance Order  
Section 16 Children Act 1989

The full name(s) of the child(ren) \_\_\_\_\_ Date(s) of birth \_\_\_\_\_

The Court orders [a probation officer] [an officer of \_\_\_\_\_ local authority] to be made available to advise, assist and, where appropriate, befriend

[The Court directs \_\_\_\_\_

This order ends on \_\_\_\_\_

**Notice** \_\_\_\_\_ This Order will have effect for 6 months from the date below, or such lesser period as specified.

Ordered by [Mr] [Mrs] Justice  
[His] [Her] Honour Judge  
District Judge [of the Family Division]  
Justice(s) of the Peace  
[Assistant] Recorder

on

C42

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



In the

Case Number:  
Child(ren)'s Number(s):

**Order** [Residence] [Contact] [Specific Issue] [Prohibited Steps] Order  
Section 8 Children Act 1989

The full name(s) of the child(ren) \_\_\_\_\_ Date(s) of birth \_\_\_\_\_

**The Court orders**

**Warning**  
Where a Residence Order is in force no person may cause the child(ren) to be known by a new surname or remove the child(ren) from the United Kingdom without the written consent of every person with parental responsibility for the child(ren) or the leave of the court.  
However, this does not prevent the removal of (s) child(ren), for a period of less than 1 month, by the person in whose favour the Residence Order is made (Sections 13(1) and (2) Children Act 1989).  
It may be a criminal offence under the Child Abduction Act 1984 to remove the child(ren) from the United Kingdom without the leave of the Court.

**Notice**  
Any person with parental responsibility for (a) child(ren) may obtain advice on what can be done to prevent the issue of a passport to the child(ren). They should write to The United Kingdom Passport Agency, Clive House, Petty France, LONDON SW1H 9HD.

**Ordered by** [Mr] [Mrs] Justice  
[His] [Her] Honour Judge  
District Judge [of the Family Division]  
Justice(s) of the Peace  
[Assistant] Recorder

on

C63

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In the

Case Number:  
Child(ren)'s Number(s):

**Order** [Leave to change the surname by which a child is known]  
Section 13(1) [33(7)] Children Act 1989  
[Leave to remove a child from the United Kingdom]  
Section 13(1) [33(7)] Children Act 1989

The full name(s) of the child(ren) \_\_\_\_\_ Date(s) of birth \_\_\_\_\_

**The Court grants leave to**

[to change the child(ren)'s surname to

[and] [to remove the child(ren)]

from the United Kingdom

[permanently] [until

**Ordered by** [Mr] [Mrs] Justice  
[His] [Her] Honour Judge  
District Judge [of the Family Division]  
Justice(s) of the Peace  
[Assistant] Recorder

on

C64

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

In the  Case Number:  
Child(ren)'s Number(s):

**Order** [Appointment of a guardian  
Section 5(1) Children Act 1989]  
[Termination of the appointment of a guardian  
Section 6(7) Children Act 1989]  
The full name(s) of the child(ren) Date(s) of birth

[The Court appoints  
to be the guardian of the child(ren).  
This appointment will begin on ]  
[The Court orders that  
the appointment of

Ordered by [Mr] [Mrs] Justice  
[His] [Her] Honour Judge  
District Judge (of the Family Division)  
Justice(s) of the Peace  
[Assistant] Recorder  
on  
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C46

In the  Case Number:  
Child(ren)'s Number(s):

**Order** [Parental Responsibility Order  
Section 4(1) Children Act 1989]  
[Termination of a Parental Responsibility Order  
Section 4(3) Children Act 1989]  
The full name(s) of the child(ren) Date(s) of birth

The Court orders that  
shall [no longer] have parental responsibility for the child(ren).  
Notice  
A parental responsibility order can only end  
a) When the child reaches 18 years  
b) By order of the court made  
• on the application of any person who has parental responsibility  
• with leave of the court on application of the child.

Ordered by [Mr] [Mrs] Justice  
[His] [Her] Honour Judge  
District Judge (of the Family Division)  
Justice(s) of the Peace  
[Assistant] Recorder  
on  
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C45

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



In the

Case Number:  
Child(ren)'s Number(s):

**Order** [Making or refusing the appointment of a guardian ad litem  
Section 41(1) Children Act 1989]  
[Termination of the appointment of a guardian ad litem  
Family Proceedings Rules 1991 Rules 4.1(9) and (10)  
Family Proceedings Courts (Children Act 1989) Rules 1991 Rules 10(9) and (10)  
The full name(s) of the child(ren) Date(s) of birth

**The Court** [appoints] [refuses to appoint] [terminates the appointment of]  
[a/s] guardian ad litem] for the child(ren) in the proceedings  
 for a Care Order or Supervision Order  
 for discharge of a Care Order  
 for variation or discharge of a Supervision Order  
 for substitution of a Supervision Order for a Care Order  
 for Contact, or Refusal of Contact, with a child in care  
 for consideration of a Residence Order for a child in care  
 under Paragraph 19(1) Schedule 2 Children Act 1989  
 under Paragraph 6(3) Schedule 3 Children Act 1989  
 under Part V Children Act 1989 (specify)  
 where a Direction under Section 37 Children Act 1989 has been made and the court [has made]  
[is considering] whether to make an [Interim Care Order] [Supervision Order]  
 under Section 33(7) Children Act 1989  
 under Section 25 Children Act 1989  
 concerning an Appeal  
 Other proceedings which are

Ordered by [Mr] [Mrs] Justice  
[His] [Her] Honour Judge  
District Judge [of the Family Division]  
Justice(s) of the Peace  
Clerk of the Court  
on

C47

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In the

Case Number:  
Child(ren)'s Number(s):

**Order** [Appointment of a solicitor for a child  
Section 41(3) Children Act 1989]  
[Refusal of the appointment of a solicitor  
Family Proceedings Rules 1991 Rules 4.12(5) and (6)  
Family Proceedings Courts (Children Act 1989) Rules 1991 Rules 12(5) and (6)]  
[Termination of the appointment of a solicitor  
Family Proceedings Rules 1991 Rules 4.12(3) and (4)  
Family Proceedings Courts (Children Act 1989) Rules 1991 Rules 12(3) and (4)]  
The full name(s) of the child(ren) Date(s) of birth

[The Court is satisfied that the child(ren) [is] [are] not presently separately represented by a solicitor and  
[ a guardian ad litem has not been appointed for the child(ren), and  
[ the child(ren) [has] [have] sufficient understanding to instruct a solicitor and has expressed a wish to do so, and]  
[ it would be in the interests of the child(ren) for [him] [her] [them] to be separately represented].

**The Court orders that** [it refuses the appointment of a solicitor for the child(ren)]  
[the appointment of]  
[ of  
[be appointed as solicitor for the child(ren)]  
[as solicitor for the child(ren) be terminated]

Ordered by [Mr] [Mrs] Justice  
[His] [Her] Honour Judge  
District Judge [of the Family Division]  
Justice(s) of the Peace  
Clerk of the Court  
[Assistant] Recorder  
on

C48

80

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

**Application for a Parental Order**  
 Section 30 Human Fertilisation and Embryology Act 1990

*Date received by court*

▶ Please use black ink.  
 ▶ The notes on page 4 of this form will help you to complete the form. You must do what you have completed.  
 ▶ If there is more than one child you must fill in a separate form for each child.

I apply to **The** Family Proceedings Court for a Parental Order

**1 About the child**

(a) The birth name of the child   
Put the surname last

(b) The child is a  Boy  Girl

(c) The child was born on  Age now

(d) The address where the child was born

(e) The address where the child lives now

(f) The person(s) who have parental responsibility   
See the notes on the last page.

(g) The name(s) of the child if a Parental Order is made   
Put the surname last

**2 About the applicants**

**1st Applicant**

(a) Your full name   
Put your surname last

(b) Are you over 18?  Yes  No

(c) Your occupation

(d) Are you a genetic parent of the child?  Yes  No

(e) Are you domiciled in the United Kingdom, Channel Islands or the Isle of Man?  Yes  No

CS1 Application for a Parental Order 82



In the

Case Number: \_\_\_\_\_  
 Child(ren)'s Number(s): \_\_\_\_\_

**Order** Transfer of proceedings to [the High Court] [a county court] [a family proceedings court]  
 The Children (Allocation of Proceedings) Order 1991

The full name(s) of the child(ren) \_\_\_\_\_ Date(s) of birth \_\_\_\_\_

The Court orders \_\_\_\_\_ that proceedings concerning the child(ren) be transferred to the \_\_\_\_\_  
 [High Court] [county court] [family proceedings court]

because \_\_\_\_\_

The next [Hearing] [Directions Appointment] is on \_\_\_\_\_ at \_\_\_\_\_ [am] [pm]

at \_\_\_\_\_

Please address all future correspondence to \_\_\_\_\_

Ordered by \_\_\_\_\_ [Mr] [Mrs] Justice [His] [Her] Honour Judge District Judge [of the Family Division] Justice(s) of the Peace Clerk of the Court [Assistant] Recorder

on \_\_\_\_\_

CS1 Application for a Parental Order 81

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

**2 About the applicants (continued)**

**2nd Applicant**

(a) Your full name  Put your surname last

(b) Are you over 18?  Yes  No

(c) Your occupation

(d) Are you a genetic parent of the child?  Yes  No

(e) Are you domiciled in the United Kingdom, Channel Islands or the Isle of Man?  Yes  No

**Both Applicants**

Your address is

---

**3 About the birth parents** See the notes on the last page.

**The birth mother**

(a) Her full name  Put her surname last

(b) Her full address

**The birth father (if any)**

(c) His full name  Put his surname last

(d) His full address

---

**4 Parental agreement**

(a) Does the birth mother agree to a Parental Order being made?  Yes  No

(b) Does the birth father (if applicable) agree to a Parental Order being made?  Yes  No

- The agreement of the birth mother and birth father (where appropriate) is required, or must be dispensed with under one of the grounds at 4(d) on page 3, before an order can be made.
- The child must be at least 6 weeks old when the agreement is given.

**4 Parental agreement (continued)**

(c) Will you be asking the court to dispense with the agreement of a birth parent?  Yes  No

If Yes give the name(s) of the birth parent(s) whose agreement you wish to dispense with.

(d) The grounds for dispensing with the agreement are  ✓ one box

the person(s) cannot be found

the person(s) are incapable of giving agreement

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**5 General Information**

(a) Has the child ever been looked after by a local authority or voluntary organisation?  Yes  No

If Yes give the period during which this organisation has looked after the child

- give details of the organisation.

(b) Have there been, or are there, any other court proceedings pending or in progress which concern this child?  Yes  No

If Yes give details of the proceedings

Give the name of the court and the case number of the proceedings, if known.

(c) Have there been, or are there, any court proceedings pending or in progress which concern any other children of the applicants' family?  Yes  No

If Yes give details of the proceedings

Give the name of the court and the case number of the proceedings, if known.

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**5 General Information (continued)**

(d) Is there a licensed treatment centre?  Yes  No

If Yes give the name, address and any reference of the treatment centre.

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**6 The respondents**

The respondent(s) will be

- all those with parental responsibility (see the notes on page 5) for the child in the subject of a care order, all those who had parental responsibility for the child immediately before the care order was made
- other persons allowed by the Rules of Court

The name of the respondent	The respondent's address
<ul style="list-style-type: none"> <li>You need not give details of the birth parent(s)</li> <li>Please put the address where the respondent usually lives or can be served with papers</li> <li>You will have to serve a copy of this application on each of the respondents (including the birth parent(s))</li> </ul>	

**7 Declaration**

We declare that

- we are married to each other and our marriage certificate is attached
- that no money or other benefit (other than for expenses reasonably incurred) has been received or given by the applicants for or in consideration of the matters set out in section 30(7) of the Human Fertilisation and Embryology Act 1990
- a copy of the child's birth certificate is attached
- the information we have given is correct and complete to the best of our knowledge.

Signed	Date
Signed	Date

**What you (the person applying) must do next**

- Take or send this form to the court with a copy for service on each of the respondent(s) listed in Parts 3 and 6. The top copy will be kept by the court. The other copies will be given or sent back to you.
- You must serve
  - the form of Acknowledgement (Form C52)
  - a copy of this Application
  - a Notice of Hearing (which the court office will provide)
  - the Notes

on each respondent and birth parent according to the Rules. You may also be required to send a copy of this Notice of Hearing and the Notes to other people.

**Notes about parental responsibility and birth parents**

**Parental Responsibility**

Some people have "parental responsibility" for a child. The law says what "parental responsibility" is and which people have it. These people include:

**A** the birth mother

**B** the birth father if he was married to the child's birth mother when the child was born

**C** the birth father if he was not married to the child's birth mother when the child was born but he now has a residence order which gives him parental responsibility

**D** a guardian of the child

**E** someone who holds a custody or residence order

**F** a local authority which has a care order

**G** someone who holds an emergency protection order

**H** any man or woman who has adopted the child

**I** the man (whether or not he is the genetic father of the child) with whom a birth mother received treatment at a licensed treatment centre if

- (a) the birth mother is unmarried
- or (b) the birth mother is married but her husband did not consent to the treatment.

**J** There will be no birth father when a birth mother is unmarried and is treated alone.

**Birth Parents**

The birth mother is the woman who carried the child.

The birth father is the husband of a birth mother whether or not he is the genetic father of the child. This does not apply if it can be shown that the husband did not consent to her treatment.

**Notice**

If you are not sure who the birth father is, the licensed treatment centre will be able to advise you.





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In the  
[High Court of Justice]  
[County Court]  
[Family Proceedings Court]



2 The court grants a Parental Order to the applicants  
[The Court has ordered the costs as follows:]



**Parental Order**

Section 30 Human Fertilisation and Embryology Act 1990

1 (a) The child is

Give the birth name and name by which the child is known (if different)

Sex

Date of birth

Address where born

Full names of birth parent(s)

(b) The applicants are

1st applicant

Name

Occupation

Place of birth

2nd applicant

Name

Occupation

Place of birth

(c) The address of the applicants

CS3 Parental Order

3 The child is to be known by the following names:


4 The court has directed the Registrar General to enter the details set out in this order in the Parental Order Register in accordance with Regulations under paragraph 1 of Schedule 1 to the Adoption Act 1976 as modified by the Parental (Human Fertilisation and Embryology) Regulations 1994, and to insert the words "Re-registered by the Registrar General" against the entry in the Register of Births.

Ordered by [Mr] [Mrs] Justice  
[His] [Her] Honour Judge  
A District Judge (of the Family Division)  
Justice(s) of the Peace  
Clerk of the Court

on

CS3 Parental Order

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In the  
at

[High Court of Justice]  
[County Court]  
[Family Proceedings Court]

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**Notice of refusal of a Parental Order**  
Section 30 Human Fertilisation and Embryology Act 1990

*Keep this Notice for future reference*

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**1 About the child**

(a) The birth name of the child  
*Put the surname last*

(b) The child is a  Boy  Girl

(c) The child was born on

day	month	year	Age now
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**2 About the applicants**

(a) The full names **1st applicant**  
*Put the surname last*

2nd applicant

(b) The order was made on

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**3 Take Notice that a Parental Order has been refused in respect of the child.**

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CSA Notice of refusal of a Parental Order

## EXPLANATORY NOTE

*(This note is not part of the Rules)*

These Rules amend the Family Proceedings Rules by substituting a new set of forms for those previously used in Children Act proceedings. It also prescribes forms for use in respect of applications and orders under sections 33 and 34 of the Family Law Act 1986. The main changes are—

- (a) a substantial reduction in the number of forms to be used in Children Act proceedings;
- (b) replacing the requirement of a separate application for each child with a single application which is to be used in respect of all the children in respect of whom an application is being made;
- (c) an improvement in the layout and content of the forms to make them easier to understand and complete.