

# MARSHALLING SCHEME

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## What is the Marshalling Scheme?

The Marshalling Scheme affords student members of the Inn the opportunity to spend up to a week sitting with a judge in England or Wales. Over the course of the placement the judge will show you the case papers and will discuss case proceedings with you. The experience will provide you with a unique opportunity to observe the workings of the court from an entirely different perspective.

Marshalling is, primarily, available in criminal, civil and family areas of law.

The scheme is open to **current Bar Training Course students** and to **student members who have completed the Bar Training Course but are yet to obtain pupillage**.

Please note that places are allocated on a first come, first served basis and being assigned a placement is not guaranteed. The Inn will make every attempt to find a placement within your first chosen area of law, but it cannot be guaranteed. It is also only possible to marshal once with a judge via Inner Temple.

## Please Note

Submission of an application does not guarantee you a marshalling placement. Placements are limited and are assigned on a strictly 'first come, first served' basis.

Placements will be allocated from **January 2024** onward, not before this date.

The Inn is unable to cover any expenses incurred throughout the duration of a marshalling placement and is not responsible for arranging overnight accommodation.

Once your marshalling placement has been arranged you are committed to going. If you fail to attend your placement without informing the judge you cannot participate in the scheme again. It is essential that you inform us if your circumstances change to avoid any unnecessary problems.

If you are not allocated a placement in 2024 then you will be able to reapply in the future. Due to the limited numbers of placements available, student members cannot marshal twice via the scheme.

## Guidelines for Marshals

Once your application form and CV have been received, the Education & Training Department will proceed with the allocation process based as far as possible on your stated preference of location and area of law. If successful, you will be provided with the contact details of the judge, or their clerk, and you will be expected to contact them within two weeks of receiving this information to arrange a convenient time to marshal. Please note that your placement may take place at any point throughout the year depending on the judge's calendar.

## Your First Day

When arriving at the court for the first time you will typically be expected to report to reception at the main entrance, but do confirm this with the judge in advance of your placement. You should be dressed in a dark suit (unless otherwise indicated by the judge) and you should take a notebook with you. You will meet the judge in their room at the beginning of the day and, when in court, you will sit alongside the judge, or as otherwise indicated. Any documents or information given to you by the judge must be treated as strictly confidential. The judge will normally be willing to answer questions during adjournments and at the end of the afternoon. **You must take photographic I.D. with you each day (a passport or driving licence) or you will not be able to gain access to the court.**

If you are unable to fulfil your marshalling commitment, it is important that you contact the judge and the Education & Training Department as soon as possible. If you do not inform the judge or the Inn that you are unable to conduct marshalling, you cannot re-apply.

## For further information, please contact:

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