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SEPTEMBER – DECEMBER 2019

Family and Child Law

Your Training Guide



Central Law Training

Your Family and Child Law Training Guide

We are pleased to introduce the **September – December 2019 Training Guide**. Are you ready to submit your SRA declaration by **31 October 2019**? Take this opportunity to reflect upon and address your learning and development needs with our extensive range of training courses and webinars, designed to support you in developing and maintaining your professional competence.

Central Law Training, the UK's leading provider of post-qualification training for legal professionals provides training **courses, conferences, webinars and e-learning**. These are delivered by expert speakers to help you develop your skills and knowledge.

With experience of working closely with firms of all sizes, corporates and public bodies, we are the perfect legal training partner to help you maximise your training budget and ensure you and your firm receive the training that you need.

View our full range of training at www.clt.co.uk to ensure you have addressed your learning and development needs by **31 October**.

A Key to Your Training Guide

To help you identify the right training for you, each course is tagged with the SRA competency area(s) that it covers, the training duration and level.

SRA Competences	Length of training and prices
A Ethics, professionalism and judgement	3 3 hour course £112.50 + VAT Package price £127.50 + VAT CLT Members / £255.00 + VAT Non-members
B Technical legal practice	5 5 hour course £187.50 + VAT Package price £255.00 + VAT CLT Members / £510.00 + VAT Non-members
C Working with other people	6 6 hour course £225.00 + VAT Package price £255.00 + VAT CLT Members / £510.00 + VAT Non-members
D Managing themselves and their own work	12 2 day course £450.00 + VAT Package price £510.00 + VAT CLT Members / £1020.00 + VAT Non-members
	5 5 hour Masterclass £187.50 + VAT Package price £315.00 + VAT CLT Members / £630.00 + VAT Non-members
	6 6 hour Masterclass £225.00 + VAT Package price £315.00 + VAT CLT Members / £630.00 + VAT Non-members
	Webinars are 1 hour £37.50 + VAT Package price £65.00 + VAT CLT Members / £130.00 + VAT Non-members

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Management & Personal Skills Training

A selection of our Management & Personal Skills courses, see individual courses for the SRA competences covered 22

HOT TOPIC**Certificate in Family Law and Procedure**

Foundation

Mena Ruparel and Graham Pegg

An intensive two day course designed to give you a thorough grounding in family law for those wishing to specialise in this area of work. Whether you are returning to practice, transferring to family law, a newly qualified fee earner or a trainee you will find this two day event packed with information and practical tips.

What you will learn:

Day One – Children**Private law – Resolving disputes between parents**

- Parental responsibility
- Child Arrangements Orders and the Child Arrangements Programme
- Change of Surname and other disputes
- Procedure, gatekeeping and allocation and hearings
- Funding issues

Public law – Children and local authorities

- Emergency protection and EPOs and ICOs
- Applications for assessments
- Pre-proceedings work
- Care and supervision orders
- Court procedure and hearings
- Children and Families Act and the PLO
- The 26 week time limit and exceptions
- Use of experts

Day Two – Divorce and finance

- Divorce
- The role of mediation; compulsory MIAMS and other dispute resolution options
- Financial orders after divorce and civil partnership dissolution
- Procedures, documents and hearings
- Section 25 and the discretion of the court
- Periodical payments and capitalisation
- Pensions and their treatment
- Costs
- Cohabitation and property rights
- Property rights
- The Trusts of Land and Appointment of Trustees Act 1996

Birmingham	<i>14 - 15 Oct</i>
London	<i>17 - 18 Oct</i>

BEST SELLER

Family Law Update 2019

6 B C D

Update

Elissa Da Costa Waldman

This course is an indispensable update for the busy specialist Family Law Practitioner of the previous legal year backed up with a comprehensive set of notes for future reference along with expert analysis covering private children and public children law, as well as a comprehensive update in relation to recent case law on financial remedies.

The course will be of interest to all family lawyers, providing material to enrich your practice and help you give the best possible and most up-to-date advice.

The topics to be covered include the following:

- Financial orders
- Private children law
- Schedule 1 Children Act
- Cohabitation
- Public children law
- Adoption and placement orders

Elissa was brilliant. Made the subject very interesting and informative

Southampton	18 Sep
Sheffield	25 Sep
Cumbria	3 Oct
Newcastle	16 Oct
London	24 Oct

Family Cases: Preparation and Advocacy in Front of the District Judge **NEW**

3 B C D

Foundation

Ian McArdle

Good advocacy can make or break a case; prepare and present your cases more effectively to the district judge for the results your client wants.

Advocacy is not just limited to addressing the court orally – written advocacy can often be just as persuasive and will often get that valuable ‘foot in the door.’ This practical course will teach you the key elements in preparing family cases for successful hearings before the district judge. You will explore what the district judge is looking for in the preparation of a case, both in the paperwork and in court.

This course will cover top tips in how best to present your client’s case in:

- Preparing paper applications that appear in box work and avoiding common mistakes
- What makes a good statement?
- Schedules: what are they, when should they be used and how are they prepared?
- Preparing a skeleton argument and addressing the court on it
- Settling the order after the hearing: who does it and how is it done?
- Dealing with litigants in person
- Court etiquette: do I stand or sit? How do I address the court?
- Advocacy – good practice points and things to avoid
- The best way to prepare and conduct FDA/FDR hearings
- Preparation and conduct of final hearings

Bristol	25 Sep am
London	8 Oct am

International Family Law: How to weather the Brexit storm

3 A B

Intermediate

Clare Renton

Once the Brexit 'deal or no deal' situation is resolved, family law practitioners will not have long to prepare for any new arrangements that may be required. Clare Renton is a barrister specialising in international family law and a Jordan's shortlisted international family lawyer of the year 2018, and in this up-to-the-minute course she will illuminate the new landscape.

The course will explore family law issues with an international element including child law, divorce and more in both the short and longer term. It will answer questions such as:

- What will remain the same?
- What will happen in future?
- What is uncertain?
- What will be the transitional arrangements?
- What should I be looking out for?
- Is court administration affected?

London

13 Nov pm

Domestic Abuse: Issues for Family Lawyers **NEW**

3 B

Intermediate

Sarah Jane Lenihan

This half-day course is designed to give any family lawyer an introduction to domestic abuse in family law. Whatever your level of experience, it will give you the tools you need to deal with both emergency proceedings and ongoing cases whether they are children or financial proceedings.

The course will conclude with a practical case study to test your knowledge of what you have learned during the day, and you will receive useful materials to take away.

Topics covered include:

- Domestic abuse definition and examples
- Working with victims of domestic abuse
- Injunctions: non-molestation orders (NMO) and occupation orders (OO) – the law, drafting and court proceedings
- Enforcement of breaches of orders
- Domestic abuse in private law children cases
- Domestic abuse in financial remedy cases
- Sally Challen case study

London

10 Dec am

Handling the Average Money Divorce

5 B C D

Foundation

Mena Ruparel

Make the most of limited resources and resolve cases quickly and effectively.

This workshop takes you through the whole process of dealing with a financial remedy case from the preparation of the Form E, analysis of the 'usual' financial disclosure, through to preparing the negotiation correspondence to try to settle the case.

- How to fund the average case post LASPO
- How and when to use voluntary disclosure, mediation, collaborative law and arbitration
- How to manage the client's expectations from first instruction onwards
- How to apply Section 25 Matrimonial Causes Act criteria
- Analysing financial disclosure
- How to identify and narrow issues prior to the First Directions Appointment
- Instructing experts; property and pension valuations
- Approaches for dealing with pensions and maintenance
- Negotiation handling

This course is designed for any practitioner in their first few years of family work.

Birmingham	9 Oct
Manchester	11 Oct
London	24 Oct

Pensions on Divorce

6 B

Intermediate

Helen Howcroft

The treatment of pensions on divorce is a complicated topic and one that many practitioners find challenging. In many cases a pension is one of the most significant financial assets to be dealt with on divorce and failure to deal properly with pensions can cause serious problems. This course will provide you with comprehensive knowledge of all aspects of pensions and how they can (and should) be treated in divorce proceedings.

Pensions law has gone through many changes over the past 20 years and therefore this course is not just suited for those who are newly qualified but also for experienced practitioners who need to understand what options are available in relation to pensions. This is especially important since pension flexibility was introduced in 2015 and the steady rise of individuals accessing their pensions to fund divorce.

During this full day course you will learn:

- Introduction to pensions
- What is pension flexibility and the effect on divorce?
- First steps in approaching the pensions issue
- Valuation of pension rights
- Methods of settlement
- Consulting an expert
- The pension sharing process

Birmingham	14 Oct
London	16 Oct

BEST SELLER**Private Child Law Update****3 B**

Update

Graham Pegg

These are challenging times for lawyers dealing with private children law and this course will tackle the real issues that confront you in practice on a regular basis. This half day course will review the recent case law and consider the Child Arrangements Programme to get you up to speed in this new regime.

What you will learn:

- The new provisions of the Children & Families Act in private law
- The workings of parental responsibility – including step-parents and same sex couples
- The provisions of the new Child Arrangements Programme
- Gatekeeping, allocation and timetabling under the new programme
- The consequences of the end of residence and contact orders
- Specific issue orders – religious and educational upbringing
- Relocation within the UK
- International relocation – the latest case law
- Dealing with litigants in person and McKenzie Friends
- Costs orders

This course is for all family lawyers, trainees, paralegals and legal executives wanting to update their knowledge of private law children work.

Southampton	<i>13 Sep am</i>
Newcastle	<i>20 Sep am</i>
Birmingham	<i>25 Oct am</i>
London	<i>31 Oct am</i>

BEST SELLER**Public Child Law Update****3 B**

Update

Graham Pegg

The Children and Families Act is here, implementing the PLO and formalising other changes. Case law in this area has also been developing apace, giving guidance on important aspects of this area of work.

This half day course is designed to bring you, the busy practitioner, up to date on the key issues that impact on your day to day practice of public law. The significant changes to legislation, to procedure and the recent case law will be dealt with in a practical and informative training session.

What you will learn:

- The key elements of the Children and Families Act
- Procedure now that the PLO is finalised
- Threshold criteria – shared care cases
- Instruction of experts – the new regime
- Interim orders – the Human Rights Act injunction
- The current public funding issues
- Professional privilege – the pitfalls
- S.38(6) orders – a creative approach
- Costs orders
- An overview of recent cases in public law
- Detailed understanding of the recent leading cases

This course is for all family lawyers, trainees, paralegals and legal executives.

Southampton	<i>13 Sep pm</i>
Sheffield	<i>19 Sep pm</i>
Newcastle	<i>20 Sep pm</i>
Birmingham	<i>25 Oct pm</i>
London	<i>31 Oct pm</i>

Children Law: Dealing with Common Complications **NEW**

6 B

Intermediate

Ian McArdle

This course explores some of the more complicated issues that can be thrown up in children law cases, both private law and public law. There isn't a 'one size fits all' approach to families and, recognising this, this course will guide you on how to navigate the difficult issues that practitioners can face whilst ensuring that your clients are represented with understanding, knowledge and confidence.

What you will learn:

- Role of a Children's Guardian
- Im placable hostility
- Section 37 of the Children Act 1989 – when is a report necessary?
- Parallel planning for Local Authorities
- Designation of local authority
- Practicalities of instructing experts in proceedings
- When can information be shared and to whom?
- Finding of Fact Hearings
- A party who may lack capacity to conduct litigation

London 30 Sep
Leeds 14 Oct

Emergency Remedies: ICOs, EPOs and PPOs **NEW**

3 B

Intermediate

Ian McArdle

The need to safeguard children from significant harm often arises at the most inconvenient time; either the Court has limited time to deal with a case or there is no Court sitting. So, what happens?

Dealing with the use of Police Powers of Protection, EPOs and ICOs requires knowledge to be at your fingertips and this course will equip you with a good understanding of the powers available and the circumstances in which they can be used. It will guide you on how to challenge inappropriate use of these protective steps.

You will leave this course with a good understanding of:

- The circumstances when emergency remedies are needed to safeguard children
- What are Police Powers of Protection?
- What is an Emergency Protection Order?
- What is an Interim Care Order?
- What about section 20 Children Act 1989? A consideration of the case law around the use of voluntary accommodation
- Police Powers of Protection vs. Emergency Protection Order vs. Interim Care Order – a comparison
- How to challenge inappropriate use of emergency orders, including associated Human Rights Act claims

A practical course with notes designed to act as an ongoing aide-memoire, this is a must for all involved in this area of law.

London 3 Oct pm

Care and Adoption Workshop

6 B C D

Intermediate

Graham Pegg

This course looks at particular problem areas in care and placement for adoption cases from the point of view of practitioners acting for parents, local authorities and children within the radically changing landscape for child care lawyers.

You will get the chance to update your practice, considering many of the recent developments in public children law.

New subject areas will include:

- Update on the revised protocol, split hearings and timescales;
- Eastern European case law
- The special guardianship and adoption trap
- Misuse of Section 20, police powers and private law applications

*Excellent course content,
notes and presentation*

Manchester 4 Oct

Children Law Accreditation: Approved 3 Day Course

18 B C D

Intermediate

Darren Jackson and Tim Lewis

The course is intermediate level and is skills based; you will have appropriate knowledge and experience in public and private law proceedings as required by the accreditation criteria. You will then have six months from completing this course to apply for membership of the panel and you need to meet the appropriate criteria at the date of making your application for accreditation.

The course encourages active participation and discussion throughout.

£675.00 + VAT Package price
 £765.00 + VAT CLT Members/
 £1530.00 + VAT Non-members

London 9 - 11 Oct

Acting for Parents in Care Proceedings

6 B C D

Intermediate

Graham Pegg

The lawyers who act for the Local Authority and the Guardian ad Litem may have years of specialist experience; the parents' solicitor may, initially at least, be a far more general practitioner and feel unnecessarily disadvantaged.

This course will give you the edge when dealing with care proceedings:

- How to deal with the pre-proceedings stage
- The case conference
- Emergency protection orders and other urgent remedies
- Part VI Family Law Act in care cases
- The care application, the 'threshold criteria' and standards of proof
- The process, documents, timetabling and hearings
- Comprehensive assessment, risk assessment and residential assessment
- How to use experts under the new rules
- The final hearing; care order, supervision order or neither
- Contact with children in care
- Adoption and placement for adoption
- How to work within the context of funding constraints

This course is ideal for solicitors, paralegals and trainees practising care law, wanting to improve their practice and for those new to care work and wishing to act for parents.

London 25 Sep
Birmingham 8 Oct

Children Law Cases: Law, Procedure and Advocacy **NEW**

3 B D

Foundation

Ian McArdle

This course complements the morning course on 'Family Cases: Preparation and Advocacy in Front of the District Judge' (see page 6) and builds on a general understanding of advocacy in family cases to provide a practical grounding in the law, advocacy and procedure specific to children's hearings.

This course focuses upon the various types of hearings in this area, what may happen in the hearings and how each hearing should be approached. It also explores the practicalities of what happens after.

What you will learn:

- The various hearings under the Child Arrangements Programme and consideration of Practice Direction 12B of the Family Procedure Rules 2010
- The various hearings under the umbrella of public children law proceedings
- The roles of each party at these various hearings
- Without notice/emergency hearings
- Contested hearings: rules of evidence, examination-in-chief, cross-examination, re-examination and submissions
- Who drafts the court order and what goes in it?

Bristol 25 Sep pm
London 8 Oct pm

Certificate in Education Law **NEW**

12 B

Foundation

Denis Edwards and Carolyn Osbourne

This two-day course provides a detailed introduction to education law in England and Wales, from the development of education law from legislation in the 1940s to the modern challenges for schools and education providers in a diverse and inclusive society.

Education law draws on many different areas of the law including public law, local government law, employment law, equality law and also aspects of private law such as contract and tort. In addition, there are increasing differences between the law applicable in England and that operating in Wales, as a result of devolution to Wales. In recent years, important areas of education law have undergone radical changes, notably to the law relating to children and young persons with special education needs and the rights of young people in the post-16 sector. The course will devote several of its sessions to these topics.

Day 1 - Overview of Education Law

- Development of education law in England & Wales and key legislation
- Organisation of schools, including academies, free schools and independent schools
- Equality law and education providers
- School admission arrangements
- School transport law and guidance

Day 2 - The Law and School Curriculum (The Curriculum and Exceptions)

- Special Education Needs (SEN): from statements to education plans
- School discipline and exclusion
- Young people and post-16 education providers
- Overview of dispute resolution in the education Sector

London

2-3 Oct

Immigration: EU Citizens Living and Working in the UK after Brexit **NEW**

3 B

Update

Sarah Pinder

This course is intended to provide practical tools to those representing EU Nationals and their family members, as well as an understanding of the interaction between the Regulations and Appendix EU, also referred to as the 'settled status scheme'. The course is restricted to Appendix EU and aims to provide an understanding of the UK's position at present. It also highlights potential difficulties such as evidential or procedural problems and where individuals may be caught out, for example, when attempting to rely on pre-transition residence after transition is completed

Appendix EU: EU citizens and family members

- Purpose and who can be considered?
- Eligibility for indefinite leave to remain
- Persons eligible for indefinite leave to remain as a relevant EU citizen or their family member
- Persons eligible for indefinite leave to remain as a family member of a qualifying British citizen
- Eligibility for limited leave to remain
- Requirements and procedure
- Valid application
- Evidence
- Suitability
- Mandatory/Discretionary grounds of refusal
- Remedies
 - Administrative review
 - Appeal

Manchester	7 Nov pm
London	13 Nov pm
Birmingham	28 Nov pm

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CLTA11829

HOT TOPIC

Interviewing Witnesses: How to Unlock Their Memories

6 C D

Intermediate

Dave Barney

The SRA Competence Statement makes it clear that solicitors must be capable of “obtaining relevant information through effective use of questioning and active listening”. This is sometimes easier said than done when the events in question took place several years before.

This course teaches you how to use techniques based on cognitive interviewing that really work in getting information out of witnesses.

It uses a series of memory retrieval techniques to increase the amount of information that can be obtained from a witness or client.

Cognitive interviewing is successfully used in some of the largest UK law firms and will increase the completeness and accuracy of what your witnesses can remember, helping them to remember clearly things that happened many months, or even many years ago. It will also enable you to:

- Assess litigation risks and make decisions about a case
- Prepare cases and take statements based on the full facts
- Obtain up to 40% more relevant information
Obtain uncontaminated evidence from witnesses
- Obtain more facts and details from witnesses first time, reducing the need for costly re-interviews

London 30 Oct

Legal Aid Supervision: An Introduction

6 A B C

Foundation

Vicky Ling and Matthew Moore

This course has specifically been designed for those who are stepping into the role of legal aid supervisor or deputy for the first time.

The course has been written with the demands upon supervisors under the SQM/Lexcel and legal aid contracts in mind, and explains the role of the legal aid supervisor and the management skills needed to be effective.

- It meets the generic requirements for supervisor status on page one of the LAA Supervisor Form
- Meets the supervisor standards for crime contracts 2017
- Meets the supervisor standards for civil and family contracts 2018
- Covers supervision requirements in current legal aid contracts
- Covers SQM 2017 and Lexcel 6 requirements for supervision and file review
- Provides levels of competence as required by the SRA competence statement
- Practical supervision – day-to-day techniques for better file compliance
- Hints and tips for dealing with legal aid audits
- Building relationships and credibility
- Time management

London 17 Sep
Birmingham 8 Oct

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- **NEW** An Introduction to Will-Drafting
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- Cybercrime in Conveyancing
- Commercial Contracts

Visit www.clt.co.uk/training/online to find out more, or for a free course trial and further information please email wendy.harbottle@clt.co.uk

BEST SELLER

Private Client Conversion Course

27 **A** **B**

Intermediate

Caroline Bielanska, Linda Pratt, Rebecca Sharp and Ian Bond

This course is designed to bring delegates up to a basic level of competence in private client work. It is suitable for practitioners in any field wishing to change specialisms and also for trainees as it assumes no knowledge at the outset. There will be practical exercises and case studies throughout with plenty of opportunity for questions and discussion.

Accompanying the course materials will be a resources pack with forms, guidance and other materials. Due to the introductory nature of the course and the fact that only the basics are covered, it may be necessary to attend some of our other courses for more advanced training.

Day 1: Will Drafting and Basic Tax

Includes structure and specific clauses, IHT and CGT and variations and disclaimers.

Day 2: Trusts

Includes principles and essential elements for creating trusts, taxation, drafting lifetime trusts and a look at the intestacy rules.

Day 3: Advising Elderly Clients

Includes the Mental Capacity Act 2005, the Code of Conduct, assessing mental capacity, Lasting Power of Attorney forms and nursing care funded by NHS.

Day 4: Probate and Administration of Estates

Includes, property passing outside the Will/intestacy, preparing the IHT205/IHT400, oaths, tax during the administration of estate, finalising IHT and estate accounts.

Day 5 AM: Workshop of Practical Exercises and Case Studies

This will provide an opportunity to review your learning over the course and look at detailed case studies with worked examples. Feedback from earlier events shows this is a much needed exercise in consolidation.

Day 5 PM: Fee Charging for Private Client Work

Using the course case studies Linda will explain her approach to the challenging exercise of setting an effective fee charging structure.

£1012.00 + VAT Package price*£1147.50 + VAT CLT Members/£2295.00 + VAT Non-members*

London	25 - 29 Nov
Birmingham	2 - 6 Dec

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- Covenants: Current Law and Practice
- Easements: Current Law and Practice
- High Risk and Unusual Clients in Conveyancing
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To find out more about our web courses, visit:
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Prices from
£37.50
per hour

Residential Property: An Intensive Introduction for Qualified Practitioners

6 B

Foundation

Lorraine Richardson

This course is intensive but highly practical, with our enthusiastic and knowledgeable residential property expert, Lorraine Richardson, taking you through the fundamentals of conveyancing.

This course gives you a practical overview of residential conveyancing, and highlights the frequent pitfalls that you are likely to deal with, including:

- An overview of the conveyancing transaction
- Identifying your client and the source of funds – why this is your responsibility
- Review of searches available in the market – online or paper based?
- Conveyancing Quality Scheme – what is it all about?
- The Protocol and the new forms
- Key risk areas – CML and your duty to the lenders
- What is SDLT? how does it differ from Stamp Duty?
- Standard Conditions of Sale (5th edition)
- Changes in Land Registry practice – official copies of the land register replacing office copies

London

17 Sep

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www.clt.co.uk/membership

CLTA12320

Webinar Highlights



Intermediate

Parental Alienation

Shabana Jaffar

This webinar on parental alienation is aimed at family law practitioners at an intermediate/ advanced level. Shabana Jaffar from Cafcass Legal provides an update on the case law in terms of how the courts have dealt with parental alienation and will assist practitioners in recognising indicators of parental alienation in the context of family disputes.



Update

Children Law Update 2019

Ian McArdle

This webinar guides you through the most definitive cases in the area of children law over the course of 2018 and looks at how the courts continue to evolve this interesting area of law. The webinar will consider both public and private law cases.



Intermediate

Wardship and Inherent Jurisdiction in Children Law

Ian McArdle

This webinar is a whistle-stop tour of wardship and the inherent jurisdiction of the High Court insofar as it relates to children law, offering a good understanding of the role of wardship and the inherent jurisdiction and the associated procedural issues. It will guide you through a variety of scenarios where the use of wardship and the inherent jurisdiction are appropriate in both public and private law. It will be of interest to all those involved in the practice of children law.



Update

An Introduction to Online Divorce

Philip Barnsley

This highly topical webinar examines the current state of play of online divorce proceedings, more detail about the online pilot scheme, and looks ahead to changes in this area for all practitioners who will be issuing divorce proceedings in the future.



Intermediate

Refugee Family Reunion Applications

Lauren Butler

Join Lauren Butler, our expert who has run hundreds of immigration and asylum cases as she looks at:

- The law: who is eligible?
- Procedural issues
- Best practices
- Applications outside the rules
- Funding



Foundation

Legal Aid in Immigration/Asylum: A Guide for Practitioners

Lauren Butler

This highly informative webinar gives a good grounding of the legal aid process for immigration and asylum practitioners. Topics covered include:

- Legal help
- Controlled legal representation
- Certificated work (Judicial Reviews, Court of Appeal and beyond)
- Working with the Legal Aid Agency online portal



Foundation

SET DV Domestic Violence Settlement Applications

Lauren Butler

Lauren Butler looks at the application procedure for indefinite leave to remain in the UK if your client is a victim of domestic violence.

Topics covered include:

- Who is eligible?
- The DDV concession
- Procedure and law
- Tips for a successful application



Intermediate

Litigants in Person and McKenzie Friends in Family Cases

Ian McArdle

This webinar equips you with an understanding of their roles and the responsibilities and duties that ought to be afforded to them. Given legal aid cuts and continuing understanding of the concept of domestic abuse, all lawyers involved in children law need to have a good understanding of the involvement of litigants in person/ McKenzie Friends.

Management and Personal Skills Training

Management and Strategy

6 A C D Intermediate
Preparing for Partnership
 London 11 Nov

12 C D Advanced
Two Day Law Firm Management Masterclass
 London 3 - 4 Dec

6 C D Advanced
Management Course Stage 2: Developing the Manager
 London 8 Oct

People Management

6 A B C Foundation
Legal Aid Supervision: An Introduction
 London 17 Sep
 Birmingham 8 Oct

6 D Intermediate
Supervision: Essential Skills for Lawyers
 London 23 Oct

6 D Intermediate
Managing and Motivating People
 Birmingham 8 Oct
 London 15 Oct

6 D Intermediate
Performance Management in Legal Practice
 London 26 Sep

6 B Update
Performance Management and Capability Procedures: Making Them Work
 London 24 Sep

Financial Management

6 A Foundation
Understanding and Interpreting Company Accounts
 Manchester 17 Oct
 London 28 Oct

5 C Intermediate
SRA Accounts Rules: Achieving Compliance
 London 19 Sep

3 A C Update
Getting to Grips with the New SRA Accounts Rules
 Birmingham 17 Oct pm
 London 24 Oct pm

Compliance

3 A Update
SRA Handbook: Are you ready for the changes?
 Bristol 10 Sep pm
 Cambridge 2 Oct pm
 Carlisle 16 Oct pm
 London 16 Oct pm, 6 Nov pm
 Birmingham 31 Oct pm

3 A Update
Money Laundering Compliance in Private Practice
 Leeds 11 Sep pm
 Birmingham 18 Sep pm
 London 24 Sep pm

6 **A** Foundation
COLPs, COFAs and Managing Compliance 2019
Birmingham 2 Oct
Manchester 3 Oct
Leeds 15 Oct

6 **B** Foundation
An Introduction to Data Protection and GDPR
London 18 Sep, 4 Dec
Cambridge 3 Oct

6 **B C D** Intermediate
Duties of the Data Protection Officer
London 23 Oct

3 **A** Update
Data Protection and GDPR Update 2019
Manchester 12 Sep pm
London 9 Oct pm
Birmingham 30 Oct pm

3 **B D** Foundation
Data Protection: Conducting a Data Audit
London 16 Oct am

3 **B C** Foundation
Data Protection: Privacy Notices, SARs, Consent and More
London 16 Oct pm

3 **A D** Foundation
Data Protection and Cyber Security
Birmingham 23 Sep pm
London 24 Oct pm, 10 Dec pm

Personal Skills

6 **C D** Foundation
Case Analysis and Project Management for Junior Litigators
London 10 Oct

3 **C D** Foundation
Preparing For and Conducting Negotiations
London 18 Sep am
Manchester 15 Oct am

3 **B C** Foundation
Advocacy and Persuasive Communication
London 18 Sep pm
Manchester 15 Oct pm

3 **B D** Intermediate
Drafting Legal Documents for Lawyers
London 19 Sep pm
Birmingham 4 Dec pm

6 **B D** Intermediate
Project Management for Transactional Lawyers
London 17 Sep

5 **C** Intermediate
Getting the Very Most Out of Your Day
Birmingham 15 Oct
London 19 Nov

3 **A C D** Foundation
Effective Complaints Handling
London 12 Nov pm

For In-House Lawyers

12 **A B C D** Foundation
Essential Toolkit for In-house Counsel
London 7-8 Oct

6 **C D** Foundation
The Successful In-house Lawyer
London 16 Oct

6 **C D** Advanced
The Successful Leader and Manager of an In-house Legal Team
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