



12 MONTH PUPILLAGE

2 Hare Court is committed to the concept of pupillage and considers it to be an essential investment in both the future of Chambers as well as the Criminal Bar. Chambers is a member of OLPAS and each year we offer up to two pupillages, each with an award of £24,000. All such pupillages are for 12 months starting in September.

Chambers selects as pupils articulate and well motivated individuals who can demonstrate academic excellence (at least a 2.1 honours degree), high standards of presentation and communication skills, sound judgement and a practical approach to problem-solving.

The pupillage award of £24,000 is made available on the following basis:

- £18,000 payable in monthly instalments during the first 8 months
- Guaranteed earnings of £6,000 payable in monthly instalments during the last 4 months.

You are entitled to retain all your earnings during your time as a pupil, and so should a pupil earn more than £1,500 in any month, there is no requirement to repay any excess. Furthermore, no Chambers' deductions are payable on these sums.

1st Six Months

During pupillage at 2 Hare Court you will have three pupil supervisors, each for a period of 4 months. In this way we can give you the best opportunity to experience work in different areas of crime both defending and prosecuting. You will share your pupil supervisor's room and by moving rooms will have an opportunity to meet other members of Chambers. During your 1st Six (and 2nd Six when you are not in court) you are expected to accompany your pupil supervisor during the working week.

During the 1st Six Months you will learn by reading briefs, preparing draft written work (e.g. case summaries, skeleton arguments, etc), carrying out legal research for your pupil supervisor and other members of Chambers and attending court and conferences. This period is not only designed to ensure that you observe work which is interesting, informative and thought-provoking, but also to ensure that you are properly prepared to begin your own practice. Chambers use the Bar Council Criminal Checklist as the basis of the work which should be undertaken in pupillage.

Pupils have to pay for their own travel expenses within the Greater London area. If your pupil supervisor is appearing outside this area, you are not expected to accompany him at your own expense. The pupil supervisor will make arrangements either to organise free travel for you or for you to accompany another member of Chambers.

If your pupil supervisor is absent from Chambers (or working outside the Greater London area) for a prolonged period for any reason, Chambers will arrange for you to be assigned temporarily or permanently to another member of Chambers.

2nd Six Months

The emphasis during the 2nd Six Months will be on your own case load. Preparation for this stage will have been comprehensive during your 1st Six and Chambers has long experience in ensuring your progression to being on your feet is accomplished smoothly.

At this stage your own practice will assume priority as far as your responsibilities are concerned, but you are still required to assist your pupil supervisor or other members of Chambers. During this period you can expect to be in court most days, if not twice a day, initially in the Magistrates Courts but shortly thereafter in the Crown Courts where pupils will deal with matters such as pleas and directions, mentions, etc before moving on and undertaking their own Crown Court trials.

The 2 Hare Court clerking team will ensure that work is fairly and evenly distributed between pupils, subject to the availability of the individual pupil and to the possibility of individual pupils being specifically requested by solicitors.

Assessing Your Progress

The Senior Clerk monitors the distribution of work to pupils on a monthly basis through a review of their diaries. These diary printouts are also made available to the Head of the Pupillage Committee or his deputy at the time of the four monthly meetings between pupils and the Head of the Pupillage Committee or his deputy.

Each pupil supervisor shall seek to ensure that a proper balance is kept between your continuing observation of the work of your pupil supervisor and other members of 2 Hare Court and the pursuance of your own practice. The pupil supervisor remains responsible for overseeing the nature of the work carried out by you in your own right.

The Head of the Pupillage Committee or his deputy will also meet the pupils to discuss any concerns they may have at the conclusion of each monthly advocacy meeting. Procedures are in place to ensure that should pupils be dissatisfied with the distribution of work within Chambers, there is a mechanism for resolving this issue.

Throughout the course of pupillage, you will be assessed for the skills set out in the selection criteria for junior tenants by your pupil supervisors, members of Chambers for whom you have carried out significant work and any who have had the opportunity of seeing your work in court. We make every effort to ensure that the assessment process is open and fair. We are committed to

a structured appraisal system thereby ensuring an open and frank discussion from which all parties can benefit. Every pupil supervisor should encourage his/her pupil to approach him/her at any time in order to discuss any difficulties that the pupil may be encountering.

In addition, Chambers runs its own in-house Advocacy Programme. The main purpose of this programme is intended to be educational, however, it does give members of Chambers the opportunity to assess the advocacy skills of pupils. This programme is conducted throughout the pupillage period and consists of individual monthly sessions, during the course of which pupils perform advocacy exercises in front of members of the Pupillage Committee and other tenants. Pupils also have an opportunity to take part in the Chambers' judicial marshalling scheme and undertake a two week secondment to the CPS.