



In [the High Court of Justice
Family Division] / [Family Court]

No: _____

IN THE MATTER OF [_____]

The Child: _____ (DOB _____)

BEFORE _____ sitting in private at _____ on _____.

OF THE COURT'S OWN MOTION

IT IS ORDERED THAT:

1. The following directions shall apply with respect to email communication by the parties with the [Judge] / [Family Team] in these proceedings:
 - (i) Applications for case management directions / variation of case management directions must be made by way of Form C2 and the relevant fee paid. Any such application that is not issued on the relevant form together with payment of the relevant fee will not be accepted.
 - (ii) No party shall email the judge direct, save with the express prior permission of the judge.
 - (iii) The solicitors for the parties shall *not* email statements, reports, care plans or other documentary evidence to the [Judge] / [Family Team] but shall file such evidence with the court in accordance with the directions made by the court and in the manner prescribed by Family Procedure Rules 2010.
 - (iv) In the rare cases it is necessary for an enquiry to be made of the judge with respect to the conduct of a case, the parties shall agree the question to be put to the Judge before communicating with the [Judge where prior permission has been given] / [Family Team] by email and thereafter one party only shall email the [Judge] / [Family Team] with the agreed question to be determined, together with each party's position.
 - (iii) When emailing the [Judge where prior permission has been given] / [Family Team] in accordance with the terms of this order, all parties *must* be copied into the email sent to the court.
 - (iv) The parties shall *not* copy the [Judge] / [Family Team] into email communications taking place between the parties concerning the proceedings.

2. Any party affected by the Order may apply to have it set aside or varied within 3 days beginning on the date on which the order was served on them.

Dated: _____