**In the High Court of Justice No: [*Case number*]  
Family Division  
[*name of District Registry*]  
sitting at [C*ourt name*]**



**The Senior Courts Act 1981**

**The child  
[*Name of child*] [Girl] / [Boy] [*dob dd/mm/yy*]**

**ORDER MADE BY [*NAME OF JUDGE*] [SITTING AS] A JUDGE OF THE HIGH COURT, FAMILY DIVISION ON [*DATE*]**

**DIRECTIONS ON ISSUE AND ALLOCATION ORDER MADE BY [*NAME OF JUDGE*] ON [*DATE*]**

**The parties**

1. The applicant is[*name of local authority*]  
   The [first] respondent is [*name*], the [*relationship to child*]

[The second respondent is[*name*], the [*relationship to child*]]

**Right to apply**

**As these directions have been made without a hearing you may ask the court to reconsider this order. You must do that within seven days of receiving this order by writing to the court (and notifying any other party) and asking the court to reconsider. Alternatively the court may reconsider the directions at the first hearing.**

**Recitals**

1. The judge read the following documents:

[*Insert details, for example*]

* 1. A social work statement in the approved template format;
  2. [A report from the child’s school / educational provider;]
  3. The most recent care plan;
  4. The minutes of the most recent LAC review; and
  5. [Any recent reports held by the local authority in relation to the child’s physical and/or mental health].

1. The local authority [*name of local authority*] has applied for authorisation to deprive the child of their liberty at [*name of placement*].

**THE COURT ORDERS**

**Allocation**

1. The proceedings are allocated for case management to [*name of judge*] [sitting as a Judge of the High Court].

**Appointment of guardian**

1. A guardian must be appointed for the child preferably the same guardian who represented the child’s interests within the care proceedings, if at all possible.

**Service of the application and documents**

1. The local authority must by 4.00pm on [*date*] serve on all parties the application form and accompanying evidence.

**Listing of hearing**

1. This matter is listed before [*name of judge*] [sitting as a Judge of the High Court] on [*date*] at [*time*] at [*court name*] for case management hearing. The parties and their representatives shall attend no later than one hour before the time the hearing is listed.

Dated [*date*]

**Communications with the court**

All communications to the court about this order should be sent to:

[*Insert the address and telephone number of the appropriate Court Office*]

If the order is made at the Royal Courts of Justice, communications should be addressed as follows:

The Clerk of the Rules, Queen’s Building, Royal Courts of Justice, Strand, London WC2A 2LL quoting the case number. The telephone number is 020 7947 6543.

The offices are open between 10.00am and 4.30pm Monday to Friday.

**Name and address of applicant’s legal representatives**

The applicant’s legal representatives are:

[*Name, address, reference, fax and telephone numbers (both in and out of office hours) and email*]