**Appendix 1.2: Coroner’s opening and record of directions**

1. My name is ……………. I am the (*Senior/Area/Assistant*) Coroner for the jurisdiction of ………………
2. I formally open an inquest regarding the death of …………………
3. This inquest’s opening is taking place today ….....…(*date and time* ) at ……….(*venue*).
4. The inquest’s opening is taking place in the presence of the following family members/interested persons………………  *or* in the absence of any family members/interested persons, who have been informed of this hearing date in writing.
5. This opening is being audio recorded and a copy of that audio recording will be made available to any family member or other interested person or on a later date upon request.
6. I have received a statement of identification provided by …………….(*name*) signed and dated on …………………… and I/my officer will now read into evidence, pursuant to Rule 23 of the Coroners (Inquests) Rules 2013 the relevant parts of that identification statement.
7. I have received a post-mortem report of Dr ………...….. (*name*) signed and dated on …………..(*date*) and I/my officer will now read into evidence, pursuant to Rule 23 of the Coroners (Inquests) Rules 2013 a summary of the relevant parts of that report.
8. I make/have already made the following directions:
   1. The deceased’s body shall be released forthwith to the family’s nominated funeral directors;
   2. I adjourn this matter to ……………….(*date*) when the inquest will be resumed/a case management hearing, known as a pre inquest review hearing, will be held with a time estimate of ……….. (*time estimate*) to be heard at ……….......(*venue*).
   3. The bereaved are invited to provide to the court, through my coroners officer, (i) a pen portrait of the deceased and (ii) a statement setting out the background to the deceased’s death and describing any concerns they may have relevant to the death. Those statements are requested by ……….......(*date and time);*
   4. Factual witness statements shall also be sought by my Coroners Officer from the following persons ................, by no later than ……….......(*date and time),* regarding their knowledge of how the deceased came by their death;
   5. The following public bodies/organisations are invited to assist the court by providing witness statements to the court from the following people, who I understand are their employees, by no later than ……….......(*date and time),* a statement regarding their knowledge of how the deceased came by their death;
   6. The following public bodies/organisations are directed to provide a statement to the court from an appropriate person with senior managerial responsibility regarding (*cite relevant issue*) , by no later than ……….......(*date and time);*
   7. The following persons or organisations shall be asked to disclose to the court, by no later than ……….......(*date and time*), the following documents to assist my investigation: *for example*
      1. *relevant Care Plan, Risk Assessment and Accident Report*
      2. *the results of any investigation into the relevant events*
      3. *relevant policies or procedures.*