



Tribunals Judiciary

Judge Susan Walker
President
Employment Tribunals
(Scotland)



Courts and Tribunals Judiciary

Judge Barry Clarke
President
Employment Tribunals
(England and Wales)

Presidential Practice Direction

Prescribed Forms for Claims, Responses and Statutory Appeals in Employment Tribunals in England, Wales and Scotland

Introduction

1. [Section 7A\(1\) of the Employment Tribunals Act 1996](#) empowers each President to make directions about the practice and procedure of Employment Tribunals.
2. [Rule 9\(1\) of the Employment Tribunal Procedure Rules 2024](#) (the “Rules”) further empowers each President to prescribe, by Practice Direction, the forms which must be used for claims and responses for the area for which they are responsible. There is also a power in rule 9(1)(c) to prescribe that the provision of certain information on the form is mandatory.

Prescribed forms and mandatory information for claims and responses

3. Pursuant to rule 9(1), the forms which must be used in order to present a claim or response to the Employment Tribunals in Scotland or in England and Wales can be found here:
 - Claims: <https://www.gov.uk/government/publications/make-a-claim-to-an-employment-tribunal-form-et1>
 - Responses: <https://www.gov.uk/government/publications/respond-to-a-claim-made-to-an-employment-tribunal-form-et3>
4. Any versions of the forms that have previously been prescribed remain prescribed.
5. This Practice Direction makes very limited changes to the existing forms. In the ET1 and ET3, each party is given an opportunity to provide views on panel composition at a final hearing. This reflects the fact that panel composition for most hearings is now a matter to be decided by a judge in each case and the views of the parties will be a relevant factor to be taken into account. In the ET1, there is an additional mandatory question asking the claimant to state the date of

the last act they complain about. The purpose of this question is to collect data that will assist the Government to assess the impact of [section 152 of the Employment Rights Act 2025](#). Section 152 extends the time to bring a claim, in most cases, from three months to six months.

Presentation of statutory appeals

6. Employment Tribunals hear statutory appeals against:
 - A levy imposed under the [Industrial Training Act 1982](#);
 - An improvement or prohibition notice issued under the [Health and Safety at Work etc Act 1974](#);
 - An unlawful act notice issued by the Equality and Human Rights Commission under the [Equality Act 2006](#);
 - An improvement or prohibition notice issued under the [Energy Act 2013](#);
 - A notice of underpayment issued under section 103 of the [Employment Rights Act 2025](#); and
 - A financial penalty notice issued by an enforcement officer under the [Employment Tribunals Act 1996](#).
7. There are no prescribed forms for commencing statutory appeals. However, optional forms are appended to the related Presidential Guidance “Making a Statutory Appeal falling within the jurisdiction of the Employment Tribunal” issued on 1 October 2026 at <https://www.judiciary.uk/wp-content/uploads/2026/09/ET-Presidential-Guidance-Statutory-Appeals-29-Sept-26-FINAL.docx>
8. This Practice Direction has been approved by the Senior President of Tribunals and the Lord Chancellor under section 7A(2C) of the Employment Tribunals Act 1996. It has effect from 1 October 2026.



Judge Barry Clarke
President
Employment Tribunals
(England & Wales)
30 September 2026



Judge Susan Walker
President
Employment Tribunals
(Scotland)
30 September 2026