**In the Family Court Case No: [*Case number*]**

**sitting at [*Court name*]**

|  |  |
| --- | --- |
|  | **Order****Children Act 1989** |
|  |  |  |  |
|  | The full name(s) of the child(ren) | Boy or Girl | Date(s) of Birth |
|  |  |  |  |
|  | [*insert*] | [*insert*] | [*insert*] |
|  | [*insert*] | [*insert*] | [*insert*] |
|  |  |  |  |

Before [*name of judge*] in private on [*date*] at a [*type of hearing*].

**The parties:** The applicant is [*name*] represented by [*name*] [of counsel]

The 1st respondent is [*name*], the [*relationship to child*], represented by [*name*] [of counsel]

The 2nd respondent is [*name*], the [*relationship to child*], represented by [*name*] [of counsel]

The 3rd [[and] / [to][*insert* **(number so that each child is identified as a separate respondent)**] respondent[s] [is] / [are] the child[ren] (by their children’s guardian [*name*]) represented by [*name*] [of counsel]

**Important Notices**

## Confidentiality warnings

**During the proceedings and after they have concluded no person shall publish information related to the proceedings including accounts of what has gone on in front of the judge, documents filed in the proceedings, transcripts or notes of evidence and submissions, and transcripts and notes of judgments (including extracts, quotations, or summaries of such documents). Any person who does so may be in contempt of court.**

**Until the conclusion of the proceedings no person shall publish to the public at large or any section of the public without the court’s permission any material which is intended or likely to identify the child[ren] as being involved in these proceedings or an address or school as being that of the child[ren]. Any person who does so may be guilty of an offence.**

**The exceptions to this are in Rules 12.73 or 12.75 or Practice Direction 12G of the Family Procedure Rules 2010.**

**RECITALS**

1. This is an order for disclosure to be provided by [*name of third party*].
2. The reason this order is made is to enable the court to determine proceedings in respect of the children.
3. This order was made at a hearing [without notice] / [on short informal notice] to [*name of third party*]. They have the right to apply to vary or discharge this order as set out below.

**IT IS ORDERED [BY CONSENT] THAT:**

**(note there should be a separate disclosure order for each third party)**

**(general third party)**

1. [*Name of third party*] shall by 4.00pm on [*date*] disclose to [*name of party*] the following:
	1. [*insert*]

**(school/nursery)**

1. [*School/nursery name*] shall disclose to the [*party*] by 4.00pm on [*date*] the following: any documents which relate to allegations made by the [child[ren] / [*party*] against the [*party*] including all [records, logs, notes and safeguarding reports] / [any documents which relate to safeguarding concerns (including all records, logs, notes and safeguarding reports) with respect to the subject child[ren]].

**(local authority)**

1. [*Local authority*] shall disclose to the [*party*] by 4.00pm on [*date*] the following:
	1. [Information about their involvement with the child[ren] and/or [family] / [parties] to date, including the main concerns which led to the Local Authority becoming involved;]
	2. [Any assessments undertaken with the child[ren] and/or [family] / [parties], including [*insert* **(e.g. cfa, cin, cp, s.37)**];]
	3. [Information about the nature and progress of any lines of enquiry regarding the children and any work being undertaken;]
	4. [Whether the child[ren] are currently on a Child in Need or Child Protection Plan and, if so, the reason(s) for the child[ren] being placed on the current plan.]

**(gp disclosure)**

1. [*GP surgery*] shall disclose to the [*party*] by 4.00pm on [*date*] a copy of the GP records of [*name and dob*] [which shall include [any medical involvement regarding [his] / [her] [mental health] / [use of alcohol] / [use of drugs, including any recommended support or prescribed intervention/medication]] / [any mental health diagnosis, both current or previous.]

**(hospital disclosure)**

1. [*Full name of hospital trust*] shall disclose to the local authority all medical reports, records, scans, x-rays and photographs (formatted on a disc in the case of scans, x-rays and photographs) or other documents (which shall for the avoidance of doubt include the safeguarding file) in respect of the child [*name and dob*] by 4pm on [*date*].
2. [*Full name of hospital trust*] shall include [*number*] of copies of the discs provided for above when sending this disclosure to the local authority.

**(ambulance service)**

1. [*Full name of ambulance service*] shall disclose to the local authority by 4.00pm on [*date*] the following:
	1. All records they hold in respect of [*name and dob*]; and
	2. The tape/CD/DVD of the 999 calls made by [*name*] and a transcript of those calls if available.

**(health visitor)**

1. [*Health visiting service*] shall disclose to the local authority by 4.00pm on [*date*] the health visiting records for [*name and dob*].

**(therapy or treatment)**

1. [*Therapy/treatment supplier*] shall disclose to the [*party*] by 4.00pm on [*date*] a report setting out the aims and objectives of any [support] / [treatment] / [therapy] given to [*name and dob*], or proposed to be given to them, and the engagement and progress of such work.
2. When copying records [*name of third party*] should ensure that all documents are legible and complete.
3. The [*party*] is responsible for serving a copy of this order on [*name of third party*] together with a letter providing details for service of all parties.
4. The [*party*] shall file at court and serve on the parties the material received by 4.00pm on [*date*].
5. The information when disclosed may only be used for the purposes of these proceedings and must not be disclosed to any third party without permission of the court.
6. The cost of such disclosure shall be paid by [the parties equally] / [*name*].

**The right to seek variation or discharge of this order**

1. [*Name of third party*] may apply to vary or discharge this order on 2 business days notice to the parties, such application to be made not later than 4.00pm on [*date*].

Dated [*date*]