

Policy

- East Anglian Chambers operates a year round mini-pupillage process to enable as many individuals interested in these Chambers and/or a career at the Bar the opportunity to experience the work of a regional mixed practice set.
- Mini-pupillages are not assessed and do not form the basis of selection for 12 month pupillages. Applicants should, however, be aware that one mark is available in the selection criteria for 12-month pupillages for demonstrating a commitment to the East Anglian region and/or Chambers.
- Opportunities are normally for one week (four days if the week includes a bank holiday) and successful applicants are normally placed at their centre of choice.
- During a typical week a mini-pupil can expect to attend court each day with a nominated barrister (normally, the barrister will change throughout the week); read papers; observe that barrister and others in court; discuss the case with the barrister and, where appropriate, attend Chambers for the purposes of observing a conference.
- There may be occasions where a mini-pupil is not permitted to sit in a private hearing. All reasonable efforts will be made to ensure this is established in advance so that the mini-pupil may observe another barrister. Occasionally, this will not be known until the parties are at court and a mini-pupil may be asked to withdraw. In such circumstances, the clerking team will endeavour to make alternative arrangements.
- Mini-pupils are not expected nor required to travel beyond the location at which they are placed (i.e. Norwich, Ipswich or Chelmsford). The clerking team will endeavour to place a mini-pupil with a barrister in a court local to their allocated centre but there may be occasions where this is not possible. Mini-pupils are welcome to travel to another location to observe other barristers from these Chambers in court, but the incidental expense of such travel cannot be reimbursed. Lincoln's Inn operates a Mini-Pupillage Grant Scheme to assist mini-pupils with the cost of travel and accommodation. Further details about the

Scheme can be found at: <https://www.lincolnsinn.org.uk/becoming-a-barrister/funding/>

- Mini-pupils must sign a confidentiality undertaking before starting their week at Chambers, further details of which will be provided upon an offer being made.
- Mini-pupils are required to attend in business dress.
- Feedback on any mini-pupillage experience is welcome and should be directed to the mini-pupillage coordinator using the application email address (see below).
- Please note that Chambers does not operate a separate scheme of work experience and is unable to consider applications from school pupils for such opportunities.

Eligibility requirements

Owing to the large volume of applications received, Chambers restricts mini-pupillages to those meeting the following minimum eligibility requirements.

The applicant must at least:

1. Be 18 years old at the time of application; and
2. Have, at the time of application, commenced the second year of any undergraduate degree at a university AND be able to provide at least one mark from an assessed piece of work (whether the assessment is summative or formative) from that course.

Selection criteria

Applications which meet the minimum eligibility criteria (set out above) will be assessed using the following criteria (ranked in importance):

1. Academic ability (normally evidenced by demonstrating at least an Upper Second (First Division) in the applicant's first degree or the units undertaken at the time of application);
2. Interest in a career in law and, specifically, the Bar;
3. Interest in the East Anglian region and East Anglian Chambers; and
4. Presentation of the application.

Extraordinary mini-pupillages

Chambers, in its discretion, may, from time to time, decide to offer a mini-pupillage to a person who meets the minimum eligibility criteria in circumstances other than in accordance with the procedure set out in this policy. This may be as part of a wider local legal community initiative and/or as part of Chambers' links to higher education settings such as a local university law school. It may arise where Chambers considers that a person meeting the eligibility criteria has demonstrated exceptional promise in the skills necessary for a successful career in law such as, for example, through an essay competition, mooting competition or at a public speaking event. Chambers may also offer such a mini-pupillage in circumstances which improve access and the reduction in barriers to a career in law amongst under-represented groups

Mode of application

All applications should be made by CV and covering letter/email directly to the Mini-Pupillage Co-ordinator at minipupillage@ealaw.co.uk. Applicants should specify in their covering letter the centre at which they wished to be based for the duration of their mini-pupillage (either Chelmsford, Ipswich or Norwich).

Owing to the volume of applications frequently received, applicants should expect to wait between 3-6 weeks for a substantive response.

Equality and Diversity

Chambers operates an open and fair competition for mini-pupillages places. Chambers is totally committed to its policy of equality of opportunity and diversity and is keen to encourage applications from individuals from ethnic minority groups or who may have a disability. If anyone with a disability who is contemplating applying for mini-

pupillage is concerned about accessibility issues they are welcome to discuss the matter in the first instance with Yvonne May, who can be reached on 01473 346137 or by e-mail to ymay@ealaw.co.uk.