

LAW CLINIC

**WORK BASED LEARNING
AND VOLUNTEERING**

2018/19



**UNIVERSITY OF
PLYMOUTH**





CONTENTS

Introduction to the Law Clinic	2
Law Clinic Projects	3 – 10
Citizens Advice Project	
Crime Law in History Research project	
Employment Law Clinic	
Family Law Clinic	
Housing Law project (external placement Shelter)	
IHL project	
Medical Law Project	
Refugee Family Reunion Clinic	
Street Law projects	
Welfare Tribunal Clinic	
Law Clinic Vounteering Projects	11
Frequently asked questions	12 – 13
How to Apply	14
Contacts	15

INTRODUCTION TO THE LAW CLINIC

This handbook provides information about the current opportunities available in the Plymouth University Law Clinic. The Law Clinic aims to enrich our students’ educational experience and enhance their employability, while also providing legal advice, support and information for the benefit of the wider community. All the projects are supervised by staff and practitioners with relevant expertise. Induction training and ongoing support is provided.

CLINICS AND PROJECTS

The following projects are those currently available. The projects may change or not run if there is insufficient interest or work available.



CITIZENS ADVICE PROJECT

A successful partnership with Plymouth Citizens Advice which provides opportunities for students to train either as Gateway Assessors or Advisors and to volunteer at the organisation providing assistance to members of the public on a variety of topics.

Full training leading to a nationally recognised certificate is provided which means that you can volunteer at any Citizens Advice once you are trained.

Citizens Advice is often the first port of call for people who are facing difficulties in relation to welfare benefits, debt, consumer issues and a range of other matters with a legal context.

If you would like to have an informal talk with the volunteer manager before applying, please contact;

Adam Levi,
Apprentice and Volunteer Manager,
Plymouth Citizens Advice, Cobourg House,
Plymouth, Devon, PL1 1QX.
Tel: 01752 676099
adam.levi@plymouthcab.org.uk

www.citizensadvice.org.uk
www.citizensadviceplymouth.org.uk



CRIME LAW IN HISTORY RESEARCH PROJECT

The Crime Law in History Project is an interdisciplinary research based project exploring the social history and institutional heritage of crime, policing and punishment. The project enables students to develop research based skills and experience in handling 'real history'.

Students work side-by-side with academics, utilising archives and online databases, as well as presenting research to the public. Past projects include working with Bodmin Jail Museum and the South West Police Heritage Trust.

The research focused WBL develops students' academic and report writing, presentation and digital skills. Students will be expected to write a research article based on independent research for publication in the Plymouth Law Review and will work under academic and professional agency supervision. This gives students the chance to develop their academic writing style and publish an article.

This project is suitable for students who are interested in law and crime and pursuing post graduate study.



EMPLOYMENT LAW CLINIC

The Employment Law Clinic offers legal advice and representation to clients who have employment law problems. Members of the public are able to access the project directly or are referred by other agencies such as Citizens Advice. The Employment Law Clinic almost always advises employees.

The Clinic provides students with hands-on experience of employment law cases. Students take instructions from clients, write letters, make representations, negotiate with employers and on some occasions take cases to the Employment Tribunal.

This project is particularly suited to students who are interested in employment law and wish to go into legal practice. The project is supervised by an experienced employment law advisor.



FAMILY LAW CLINIC

The Family Law Clinic assists those who are involved in family law proceedings or who need some guidance.

An information service is run by students to provide information and support to members of the public in areas such as divorce, parental responsibility and child arrangement. Help with fee exemption forms, divorce forms and Children Act forms is given.

Clients are referred to the project by solicitors and agencies in the city where no other form of advice is available.

This project is suitable for students who are interested in practical family law experience and is supervised by the Family Law Clinic project director who is an experienced family law practitioner.



HOUSING LAW PROJECT (SHELTER PLACEMENT)

A new project partnership with Shelter; the housing advice charity in Plymouth providing students with an opportunity to assist people with a range of housing issues and homelessness through support and legal advice.

Training is provided by the Shelter team and students shadow and undertake work with the Shelter team.

This project is suitable for students who are interested in housing issues and who want to go into legal practice.

If you would like more information about this project before applying, please contact;

Vicki Sampson

Shelter Hub Manager

Vicki_Sampson@shelter.org.uk

Rosie Brennan

The Law Clinic Director

Rosie.Brennan@plymouth.ac.uk

www.england.shelter.org.uk

www.england.shelter.org.uk/get_help/local_services/devon



INTERNATIONAL HUMANITARIAN LAW

Students on the International Humanitarian Law project are responsible for delivering lessons on the laws and social implications of international conflict to students in a local secondary school. The project runs in partnership with the British Red Cross, whose educational officer delivers a number of mandatory training sessions on teaching skills before students are expected to teach. The contents of the lessons will be taught through interactive seminars by the director of the International Humanitarian Law project.

The delivery of lessons is a practical way to build awareness of international conflict and human rights within the community. The project also gives students a great opportunity to develop their international legal, political and diplomacy knowledge and presentation skills.

This project is suitable for students who wish to improve communication skills and are considering a career in international law, teaching or academia.



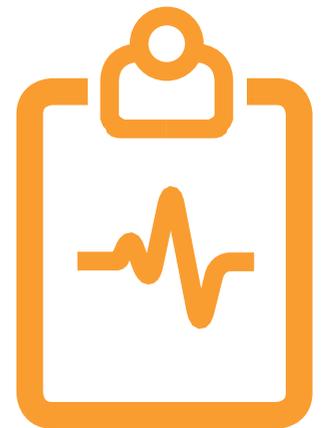
MEDICAL LAW PROJECT

The Medical Law project combines a work placement in a local law firm with interdisciplinary scenario-based sessions with students from healthcare.

The work placement for medical law is provided by local solicitors firms. Students are given the opportunity to work as paralegals under supervision of qualified solicitors. The work varies but will typically include drafting letters of claim and witnesses statements, drafting letters to clients or experts, attending telephone conversations with clients and preparing the attendance note, preparing quantum research and on occasion attending Court or the Coroners Court.

The substantive law element is provided by interdisciplinary group learning with students from medicine, dentistry and other healthcare professions. Students develop their knowledge of substantive medical law, such as consent, capacity, confidentiality, negligence and legal/ethical issues relevant to the beginning and end of life through case-based-scenarios. The case-based-scenarios are medical scenarios which raise common medical law and ethical issues that both lawyers and doctors need to deal with regularly in practice.

This project is suitable for students who are interested in medical law and clinical negligence practice and is open to third year LLB students only.



REFUGEE FAMILY REUNION CLINIC



The project provides advice and assistance to refugees who have been separated from their family as a result of war conflict and persecution.

Students are able to assist in casework under supervision to reunite vulnerable families. Case work includes researching areas of law and country background information, interviewing and supporting clients through the family reunion procedure.

Students may consider taking external OISC assessments to seek accreditation as well as becoming a British Red Cross Volunteer and undertaking a variety of British Red Cross training courses.

This project is suitable for students interested in immigration, refugee law and human rights who want to go into legal practice or work in relevant organisations.

The project is available to 3rd years only and is supervised by an experienced OISC advisor.



STREET LAW



Street law is a concept which originated in the USA in the 1970's to provide a service to particular groups in the community and an educational opportunity for students.

Using the legal expertise they have gained through their studies and independent research, students prepare and give interactive presentations to, or create informative materials for groups about a particular area of law.

Through this project students inform and empower local groups for the benefit of the wider community.

It is an opportunity for students to conduct research and consolidate their understanding of a particular area of law and to develop communication and presentational skills.

The street law project is suitable for students with an interest in research and its application in community engagement.





WELFARE TRIBUNAL CLINIC

This is a new initiative in which students assist members of the public having difficulty with applications for Personal Independence Payment applications. We are working closely with the judges in the Social Security Tribunal to provide support and assistance to vulnerable people at the appeal stage.

The clinic aims to develop an understanding of the welfare system, disability rights and the work of the First Tier Tribunal. Students will be involved in the preparation of the appeal and may have the opportunity to represent the appellant client at the tribunal.

This project is suitable for students who are interested in social welfare issues and who want to go into legal practice.

The clinic is supervised by a member of staff with expertise in the area and with the assistance of external practitioners.



LAW CLINIC VOLUNTEERING PROJECTS

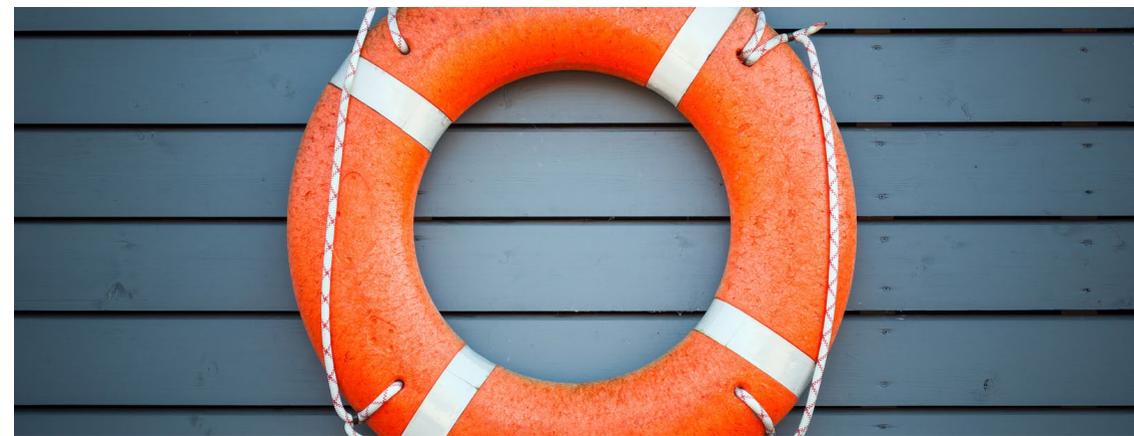
LAW CLINIC VOLUNTEERING PROJECTS

The Business Start-Up project is a volunteering based project. Students may undertake work within this project in a voluntary capacity only and not as part of Work Based Learning.

The Business project works with the Business School to help new entrepreneurs with the legal aspects of setting up businesses. The aim of project is to help bridge the practical working gap between law and business and to build commercial awareness.

The project is suitable for those wishing to enhance their business law knowledge and is supervised by a member of staff with expertise in this area.

Other volunteering opportunities are available on selected Clinics and Projects already described within this handbook, as well as a number of additional opportunities not already mentioned. If you wish to undertake work at the Clinic in a volunteering capacity, please email sarah.guy@plymouth.ac.uk for more information and a volunteering application form.



FREQUENTLY ASKED QUESTIONS

Why should I get involved with the Law Clinic?

The Law Clinic provides you with opportunities to engage with the law in real settings, develop your skills and enhance your prospects of future employment. Some projects enable you to gain an additional qualification. We also hope that the projects will be rewarding and enjoyable and provide you with opportunities to engage in areas that interest you.

How much time will I be expected to devote to the Law Clinic?

You will be expected to give a regular weekly commitment to the Clinic project. The amount of work required may vary but an average commitment is between 6-10 hours per week. If you are undertaking Work Based Learning you should consult the WBL module guide regarding the total hours you need to undertake. If you have any queries about Work Based Learning you should consult Rosie Brennan who is the module lead.

When will the project start?

You may be able to work on the project through the summer. Alternatively you can start working at the beginning of the semester. This will depend on your own circumstances and can be discussed with the relevant Law Clinic project Director.

Will I receive any training before the project starts?

Yes. All the projects require you to undertake an induction training programme. This will provide you with some basic training on relevant subjects such as client care, professional ethics, presentation skills and basic substantive law (applicable to the particular project).

If I am already involved in a Law Clinic project and I would like to continue in that project next year do I need to apply again?

Yes. It is helpful for our record keeping. The application form has a box to complete for those continuing a project from year to year.

What happens if I cannot continue with the project for some reason?

If you are unable to attend a project on a particular date (for example because you are ill) you must inform the project director or the professional with whom you are working. You are expected to engage with the Clinic in a professional manner at all times. If your absence is going to be longer term or if you know you cannot continue with the project you must let the Law Clinic Project director know so that someone else can be given an opportunity to get involved.

There are lots of projects, how do I decide which one to get involved with?

You should consider which area of law appeals to you. You should also be realistic about how much time you have to give. All of the projects require a weekly commitment of approximately 8 hours but some projects are more intensive than others. You should consider whether you would like to work in a setting outside the University, whether you would prefer a more structured project and what type of work you would like to do e.g. would you like to give advice or would you prefer to work on a presentation about a particular legal area.

Do I have to study the related topic to get involved in a project?

It is not compulsory but you may find it useful to get involved with a project that links with your studies and where relevant members of staff will be involved in the projects according to their expertise.

Should I choose Work Based Learning or work as a Volunteer?

You can work in the Law Clinic either for all or part of your Work Based Learning or sometimes as a Volunteer. You can elect to take Work Based Learning (20 credits) in Year 2 or (40 credits) in Year 3. Choosing whether to volunteer or do WBL will depend on your other choices on the course and so you should speak to your personal tutor as well as to the Work Based Learning module lead.

HOW TO APPLY

Before applying please read through the project descriptions to get an idea of which projects would be best fit your interest, skills and potential career path.

All projects are subject to an application and selection process and in some cases an interview (sometimes administered by our external partners). Some projects have a limited number of spaces so will be more competitive. We cannot guarantee that you will be accepted on to a particular project but we will look to offer you an appropriate alternative.

Submit your application by the deadline given and according to the instructions on the Law Clinic application form available on the Moodle site and via the Faculty Office fact files.

If you are not accepted onto a project of your choice we will give you full feedback as to why and you will have an opportunity to engage in one of the other projects.

LawWorks

The law clinic is a member of LawWorks.

LawWorks is the national pro bono group that promotes the clinical work of Law Schools through information, news, training and events.

www.lawworks.org.uk.

Moodle

You can access more information on the individual projects as well as documents and podcasts from LawWorks on the Law Clinic Moodle site.

You will need to self register to gain access to the Moodle page.



CONTACTS

If you have any general questions please contact the Law Clinic Coordinator; **Sarah Guy**, at first instance or have a look at the Law Clinic Moodle and webpage. For specific project queries please contact the relevant project director.

Sarah Guy

Law Clinic Project Coordinator. IHL and Street Law Project Director

Sarah.Guy@plymouth.ac.uk

01752 585502

Rosie Brennan

Law Clinic Director
Refugee Family Reunion
Clinic Director

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Julie.Thompson@plymouth.ac.uk

Pippa Trimble

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Director

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EXTERNAL CONTACTS

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Adam.levi@plymouth.org.uk

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KaraTilbury@redcross.org.uk

Vicki Sampson

Housing Law Project Director

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