

Legal Member of the First Tier Tribunal for Scotland Health & Education Chamber

Role of a Legal Member

- To provide leadership and support to the President in maintaining and developing the Chambers' reputation as independent and accessible, providing a professional and expert service to parents, young people and children with additional support needs, and to education authorities and other appropriate agencies.
- At the beginning of the hearing to explain the remit of the tribunal, the manner and order of proceedings and the procedure which the tribunal proposes to adopt.
- To chair the hearing, control the proceedings and establish the appropriate environment.
- To identify and help resolve any issues that arise.
- To explain legal, educational, health etc. terms/jargon when necessary and carefully listen to all contributions by witnesses and parties.
- To demonstrate knowledge of the 2004 Act, the 2010 Act, the Tribunal Rules, statutory instruments and case law and ensure that the hearing is conducted in terms of thereof.
- To manage the hearing and associated casework appropriately, including the production of written judgments.
- To make certain that the tribunal decision is composed clearly, accurately and as concisely as possible, and that it is accessible to all parties with use of plain English.
- To ensure that any decision or direction is communicated effectively.
- To have regard to the needs of other Tribunals' staff, when exercising functions in respect of the administration of the Tribunal.

Time Commitment

The time commitment expected is around a minimum of 15 days per year, although this figure will vary depending on the volume of work of the tribunal.