



## Queen Elizabeth Building

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Information for  
Mini-Pupils

## INTRODUCTION

These notes are intended for your guidance, and to try to ensure that your mini-pupillage at QEB is as interesting and fruitful as possible. As you are a guest in Chambers, a warm welcome will be extended to you. Please remember, however, that you will be spending your time with working barristers and you will be expected to demonstrate the same degree of professionalism and discretion we expect of our full-time pupils.

## OUR HISTORY

Our history goes back to the end of the nineteenth century when Chambers was situated in Fountain Court. We moved to Queen Elizabeth Building in 1957 following its construction on the site of the old Middle Temple Library which had been destroyed in the Blitz

Many distinguished advocates have been members of Chambers. Historically, these have included Lord Pearce (a Law Lord), Sir Harry Phillimore (one of the prosecuting counsel at the Nuremberg war trials, who later became a Lord Justice of Appeal) and Sir Roger Ormrod (who was for many years a leading figure in the Court of Appeal). These were followed by Sir Robin Dunn, who became a Lord Justice of Appeal, and Sir James Comyn, regarded by many as the most outstanding advocate of his generation, who later became a High Court judge.

There are currently four High Court Judges who are former members of Chambers, and Lord Wilson of Culworth sits in the Supreme Court.

## OUR WORK

There are currently 34 members of Chambers, 7 of whom are Queen's Counsel. We are known for our work at the Family Bar, especially in high-profile financial remedies work. We also cover some common law work.

## THE CLERKS

The Clerks run the administration of Chambers. They are: Howard Rayner (Senior Clerk), Elizabeth Seymour, Jon Bartlett, Harry Tennent, Callum Davison and Josh Patel. Please let the Clerks know when you arrive at Chambers in the morning. If you need to contact the Clerks, the telephone number is 020 7797 7837.

## MINI-PUPILS

Mini-pupils generally spend one week in Chambers. The aim is for you to experience a range of the work covered by Chambers, and we will try to ensure that you spend time with various members of Chambers. You will accompany barristers to court and sit in on their cases and conferences. Whilst our mini-pupillages are not formally assessed, we will keep a record of your time in Chambers, and invite those you spend time with to indicate whether they feel you should apply. Should you apply via the Pupillage Portal, you will be invited to attend an interview for pupillage. It is not necessary for you to undertake a mini-pupillage for you to be considered for interview.

## DRESS

It is very important that you wear formal dress: i.e. a dark grey, navy or black suit with a white shirt or blouse. Unfortunately, there have been rare occasions when we have been unable to permit

a mini-pupil to attend court due to an unkempt or unsuitable appearance. Chambers takes the dress and general appearance of its members seriously as it reflects on our professionalism: this includes mini-pupils.

## LUNCH

You will probably have to make your own arrangements for lunch, which is generally taken between 1 pm and 2pm. There are many sandwich shops in the area.

## TEA

It is traditional in Chambers to have tea every day at 4:00pm. Try to ensure that you come to tea at least once during your mini-pupillage, as it is a good opportunity to meet other members of Chambers.

## ETIQUETTE

You will be encouraged to discuss all aspects of life and work at the Bar. Please feel free to ask the barrister you are with any questions you have and do comment on the cases you see. However, **when you are in the company of solicitors or lay clients, please do not speak or ask questions unless you are specifically invited to.**

## CONFIDENTIALITY

For data protection/confidentiality purposes, you will be required to sign a confidentiality undertaking upon arrival in Chambers and in advance of your mini pupillage formally commencing. We must be satisfied that you understand the seriousness and importance of this undertaking and if we are not, we reserve the right to suspend your mini pupillage until such time as we can be satisfied that you will maintain absolute confidentiality. You will also be required to return to us/the clerks at the end of each day with us, copies of any documents you have been given and/or any notes that you have made.

## CONFIRMATION

Please telephone Chambers on the Friday before you are due to commence your mini-pupillage to confirm that you will be coming. Should you wish to cancel or re-arrange your mini-pupillage, please telephone Chambers as soon as possible to let us know.

## LOCATION

We are located just inside the Temple, off Temple Place. We are on the 3rd floor. Please arrive in chambers by 9:15am on the first day of your mini-pupillage and let the Clerks know you have arrived.

Travel to and from court will be paid for by Chambers. In addition, in order to attract the best candidates regardless of background, we have the discretion to offer up to £100 to those selected for mini pupillage to assist in travel costs outside of London or if necessary accommodation in London with receipts to support the expenses.

If you would like to visit our website, the address is <http://www.qeb.co.uk>. If you need any further assistance, please feel free to contact Janine McGuigan, the Mini-Pupillage Secretary.

Chambers operates an equal opportunities policy.