

Part 1

- 1 A criminal can **electt** to have their case heard in the Crown Court if they pleaded not guilty in the Magistrates' Court.  
a) ellect  
**b) elect**  
c) electe
- 2 The Lord Chancellor's ceremonial gowns are very elaborate and **colourful,** only being worn on special occasions makes them very expensive.  
a) colourful:  
**b) colourful;**  
c) colourful.
- 3 The Security Guard saw the shoplifter put several items in their bag between 1000 hours and 1015 hours. The Police arrived to arrest the shoplifter at **10.45 am.**  
a) 1045  
b) 10.45  
**c) 1045 hours**
- 4 The expression '**domisiled**' in legal documents means the country in which you live.  
**a) domiciled**  
b) domicciled  
c) dommiciled
- 5 Each **Solicitors** clients are paramount to any Practice and all staff must ensure their needs are met promptly and courteously.  
a) solicitors  
**b) Solicitor's**  
c) Solicitors'
- 6 Headings such as **The Interview Panel** are often in bold and underlined especially when they are in lower case letters with initial capitals.  
**a) The Interview Panel**  
b) The Interview Panel  
c) **The Interview Panel**
- 7 The thieves entered by breaking the **churchs** stained glass window and stole the bronze cross.  
a) churches  
**b) church's**  
c) churches'
- 8 All cases start in the Magistrates' Court where they deal with summary offences. More serious offences are then **reffered** to the Crown Court.  
a) refered  
b) reffered  
**c) referred**
- 9 The offender failed to appear in Court so a **warrent** was issued for his arrest.  
a) Warent  
b) Warrent  
**c) warrant**

**5528-250 JULY 2015**

Level 2 Award in Proofreading in the Legal Environment – Proofreading Test Answer

- 10 The school boys **was** accused of shoplifting a few chocolate bars and the shopkeeper telephoned their parents to come and collect them!
- a) is
  - b) were**
  - c) where

(10 marks)

Part 2

DRAFT

IN THE BIRMINGHAM COUNTY COURT

CASE No: KJ 540312

R E G I N A

v

ELIZABETH MARY COLEMAN

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BRIEF TO COUNSEL

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Counsel has herewith:

- 1 Representation Order
- 2 Charge Sheet
- 3 Indictment
- 4 Committal Papers
- 5 Statement of Mrs Elizabeth Mary Coleman

Counsel is instructed by Ingram Lochee & Exton 18 Temple Row Birmingham B2 SDS who act for Mrs Elizabeth Mary Coleman under the terms of a Representation Order dated 22 April 2015.

**Indented first line**

Counsel will see from the statement of Mrs Coleman that she was arrested for shoplifting on 4 March 2015.

Mrs Coleman was accused of stealing a coat from the clothing section of her local supermarket. She states in her written statement that she picked up the coat and was going to try it on when her 3 year old son wanted to go to the toilet. She took the coat into the ladies' toilet. After her son had been to the toilet, she removed her own coat and tried on the coat she wished to purchase. She was happy with the fit and left the ladies' toilet with the coats over her arm placing both coats over the handles of the supermarket trolley and continued shopping.

Mrs Coleman walked round the aisles of the supermarket placing groceries into her trolley. Her 3 year old son during this time was misbehaving and kept trying to put goods into her

**trolley** she did not want. He also had a tantrum in the confectionery **aisle** as she would not buy some chocolate which **was** not **suitable** for a **3** year old. Mrs **Coleman's** state of mind is **overwhelmed** by her **present** circumstances. She is looking after her father-in-law in his home as his main carer and visits him 4 times a day. Once she has taken her two daughters to school, she visits her **father**-in-law to make his breakfast, **pops** in with his lunch and returns once her husband gets in from work at 5.30 pm when she takes him a meal. Mrs Coleman then returns to her father-in-law's house about 10.00 pm when she **ensures** he is safely in **bed**, has taken his medication and has a drink, **securely** locking up when she leaves.

**Extra line space**

The night before the **incident** one of her daughters had a nightmare and she did not get much sleep. Mrs Coleman maintains she had not **meant** to walk out of the supermarket with the coat over the back of the trolley but had completely forgotten it was **there** until the security **guard** stopped her outside the **premises**. Mrs Coleman's shopping bill **amounted** to £120.65 which she **paid** and she certainly had the means to pay for a coat. Hopefully, **Counsel** can argue that the mens rea was absent in this case.

Will Counsel please appear for the **Defendant**.

Words: 467