



Course Title	SJP and the Common Platform	Duration	Three hours	Court
Aim	<p>This briefing provides officers with a practical introduction to the use of the Single Justice Procedure (SJP) and the Common Platform for criminal proceedings. It is intended for officers who prepare, submit or manage cases progressing through the magistrates' court process using digital systems.</p> <p>The session focuses on the procedural requirements of the SJP, the practical operation of the Common Platform, the required documentation, the statutory timescales, and responding appropriately to defendant actions and court outcomes.</p>			
Prerequisites	None			
Outcomes	Content			
Understand the purpose, process and practical use of the Single Justice Procedure, including documentation, timescales and responses to defendant actions.	<ul style="list-style-type: none"> ✓ Purpose and scope of the SJP ✓ Suitable offences and limitations ✓ Relationship between prosecutors, the court and defendants ✓ Overview of the end-to-end process ✓ Relevant procedural requirements ✓ Required evidential and supporting documentation ✓ Service requirements and declarations ✓ Pleas and hearings ✓ Locating court outcomes within the Common Platform ✓ Disposals, orders and follow-up actions 			
Use the Common Platform to access cases, upload and manage material, monitor progress and access court results.	<ul style="list-style-type: none"> ✓ User access and system navigation ✓ Documents that must be uploaded to the system ✓ Formatting and document management ✓ Common errors and omissions ✓ Managing supporting evidence and statements ✓ Key procedural deadlines ✓ Managing case status and progression ✓ Avoiding delay and resolving problems ✓ Actions on guilty and not guilty pleas ✓ Dealing with defence requests ✓ Withdrawal, amendment and adjournment considerations 			
Book this course now :				
Cost	Price Band 5			
To book this event	bookings@purpletraining.uk ~ Call or <i>WhatsApp</i> 074 21 20 39 41			