



NOVA SCOTIA BARRISTERS' SOCIETY

POLICY REGARDING INFORMATION PROVIDED TO PRINCIPALS CONCERNING ARTICLED CLERK'S PERFORMANCE IN SKILLS COURSE

Preamble

During the articling year, the principal is tasked with assessing the competence and character of his or her articled clerk, and reporting to the Executive Director. The Society wishes to assist principals by providing them with information about their articled clerks' efforts, attitude and behaviour during the Skills Course, as this information may inform their assessment.

1.1 Executive Director may advise

1.1.1 Pursuant to Regulation 3.6.2(1), the Executive Director may advise an articled clerk's principal if the articled clerk:

- a) fails any component of the Bar Admission Course, or
- b) behaves in a manner during the course which is inconsistent with the good character expected of a member of the Society.

Failure of Bar Admission Course competency evaluation

1.1.2 If an articled clerk fails one or more Skills Course competency evaluations, the Bar Admissions Course staff may provide the principal with the articled clerk's evaluation(s). Additionally, staff may also provide any information pertinent to the articled clerk's efforts on the evaluation(s), including but not limited to:

- a) previous assignments and feedback provided;
- b) the articled clerk's access to and incorporation of feedback;
- c) the articled clerk's web history in the online course; and
- d) the articled clerk's communications with instructors respecting the course.

Failure of Bar Admission Course supplemental evaluation

1.1.3 If an articled clerk fails a supplemental competency evaluation, the Bar Admission Course staff will advise the principal one week after the articled clerk has been so notified.

Marginal Pass

1.1.4 If an articled clerk's work on a competency evaluation is considered a "bare pass", Bar Admissions Course staff may so advise the principal so that he or she can devote additional attention to the development of the particular skill during the remainder of the articles.

Behaviour during the Skills Course

1.1.5 Principals may be advised if an articled clerk displays any of the following behavior during the Skills Course, including but not limited to the following:

- a) habitual lateness;
- b) failure to complete assignments on time, without making other arrangements in advance of the deadline;
- c) failure to report on time for an evaluation without reasonable excuse;
- d) failure to prepare for partnered in-class exercises, thus diminishing the learning opportunity of the articled clerk's classmate(s);
- e) actions and attitudes that obstruct the learning of others;
- f) behavior contrary to the articled clerk's ethical duty to behave with courtesy and civility; or
- g) other behavior that demonstrates a lack of respect for other articled clerks, or Bar Admission course instructors, staff, or volunteers.