



CHILD AND FAMILY LAW QUARTERLY

House Style

Extent

The absolute maximum submission length is 13,000 words, including footnotes.

An abstract of no more than 200 words should precede the full article, together with four to six “keywords” to aid online searching

Forms, Tables and Diagrams

Should be compiled using the automatic functions of your word processing package in order that relettering/resizing may be carried out. If this is impossible, they should be of sufficient quality to be scanned.

Headings

Authors should eliminate all headings which do not substantially add to clarity, and should code the headings used ‘A’, ‘B’, or ‘C’ to indicate the level of importance.

Quotations

Quotations should be indicated clearly by single quotation marks, with double quotation marks for quotes within quotes. Where a quotation is longer than five lines it should be indented as a separate paragraph, with a line space above and below. All quotations should be cited exactly as in the original. CFLQ house style should not be employed. The source of the quote should be given in a footnote, together with a page or paragraph reference as appropriate.

Cross-references and repeated citations

If you are referring to the citation in the footnote immediately above, please use *ibid*.

If you are referring to a citation in any other footnote, please identify the author and relevant footnote number (eg Douglas, n 3 above). If there are multiple references from the same author in that footnote, please insert the date to clarify which one is intended (eg Douglas (2012), n 3 above).

The full reference should only be repeated if this is the only way of avoiding ambiguity.

IF IN DOUBT, PLEASE REPEAT THE FULL CITATION.

Latin Phrases and Other Non-English Expressions

These should always be italicised unless they are so common that they have become wholly absorbed into everyday language, such as *bona fide*, *ie*, *cf*, *ibid*, *et seq*, etc. Note the lack of full points in these expressions.

Abbreviations

If abbreviations are used they should be consistent. Long titles should be cited in full initially, followed by the abbreviation in brackets; the abbreviation can then be used throughout. Full points should not be used in abbreviations. Abbreviations should always be used for the following: UK, USA, UN

Footnotes

Footnote numbers should follow punctuation in the text. The first letter of the footnote should be capitalised, even where it is part of the Latin abbreviations, eg *Ibid*, *Op cit*, *le*, *Cf*.

Capital Letters

Capital letters should be kept to a minimum, and should be used only when referring to a specific body, organisation or office: ‘the UK Government’, but ‘previous British governments’

The following should always be capitalised: State, Act, Bill, Convention, Schedule (abbreviated to Sch in footnotes).

Convention Articles should be cited as follows: Article 8, Article 12 (abbreviated to Art in footnotes).

The European Convention for the Protection of Human Rights and Fundamental Freedoms 1950 may be abbreviated to the European Convention on Human Rights and thereafter to the ECHR. The United Nations Convention on the Rights of the Child should be referred to in full on first mention but may be abbreviated to the UNCRC or CRC thereafter.

The Court of Justice of the European Union should be referred to in full when first mentioned, and may then be abbreviated to CJEU.

The European Court of Human Rights should be referred to in full when first mentioned, and may then be abbreviated to ECtHR.

Spellings

‘S’ spellings should be used in preference to ‘Z’ spellings.

Hyphens

No hyphen in ‘case law’ or ‘statute law’ – so not ‘case-law’ etc.

Full Points

Full points should not be used after initials, or within any abbreviations.

Dates

These should be cited as follows:

1 May 1995

1995-1996 (not 1995-6, or 1995-96)

Page References

Page ranges should be expressed as ‘67-69’ or ‘167-69’.

Numbers

Numbers from one to nine should be in words. Numbers from 10 onwards should be in numerals. Ordinal numbers should always be in words.

Cases

The full case name (no abbreviations) should be italicised and given in the text the first time the case is mentioned; its citation should be given as a footnote, including the full neutral citation (where applicable) before any law report citation.

For English cases a neutral citation should be given if available. If not, the order of preference is: Official law reports (AC, Ch, Fam, QBD); WLR; FLR; All ER.

The general reference should be given as follows: *Livesey (Formerly Jenkins) v Jenkins* [1985] AC 424. (In subsequent references to the case in the main text, it is permissible simply to refer to it as *Livesey*).

For ECHR cases the citation should be (in order of preference) FLR, EHRR, other. The Application Number should also be given.

Judgments of the Court of Justice of the European Union should be cited, as far as possible, by reference to either the European Court Reports (ECR) or the Common Market Law Reports (CMLR).

Thus:

Van Duyn v Home Office (Case 41/74) [1974] ECR 1337

The Rees Case (Case 43/65) [1975] 1 CMLR 1

Other law reports have their own rules which should be followed as far as possible.

Note: compatibly with the general rule stated above, no full points in law report citations, so 'FLR' not 'F.L.R.'

Where reference is being made to a specific page or paragraph the citation should be followed by ', 428' or ', [15]'.

Titles of judges

English judges are to be referred to as Hedley J (not 'Hedley' or 'Justice Hedley'); Tomlinson LJ; Supreme Court Justices (or Law Lords if referring to an older case) to be given their short form titles eg Lady Hale. Judges in other jurisdictions to be given their correct titles.

The President of the Family Division should be referred to as 'Sir James Munby P' or 'the President'.

Legislation

References to legislation should be set out in full in the text:

section 25 of the Matrimonial Causes Act 1973

Schedule 1 to the Children Act 1989

rule 4.1 of the Family Proceedings Rules 1991

but in abbreviated form in the footnotes:

Matrimonial Causes Act 1973, s 25

Children Act 1989, Sch 1

Family Proceedings Rules 1991 (SI 1991/1247), r 4.1 (SI number to be given in first reference)

'Act' and 'Bill' should always have initial capitals.

No full points to be used in the abbreviated form, so 's 25' not 's. 25'.

Command Papers

The full title should be italicised and cited, as follows:

Review of Monopolies and Mergers Policy, Cm 1078 (1995)

Command papers should be abbreviated as follows:

1836-1899 C

1900-1918 Cd

1919-1956 Cmd

1956-1986 Cmnd

1986 to date Cm

Hansard

Parliamentary debates should be cited as follows:

Hansard, HC Deb, vol 891, col 1331 (10 February 1995)

Hansard, *Lords Debates*, vol 317, col 167 (15 April 1995)

Hansard, HC Standing Committee A, col 1212 (16 January 1995)

Parliamentary Papers

These should be cited as follows:

Annual Report of the Parliamentary Ombudsman, HC 44 (HMSO, 1989)

Law Commission material

This should be cited as follows:

Law Commission, *Review of Child Law: Guardianship and Custody*, Law Com No 172 (HMSO, 1988), [3.19]

Law Commission, *Cohabitation: The Financial Consequences of Relationship Breakdown*, Law Com CP 179 (TSO, 2006), [3.19]

Law Commission, *Family Property Law*, Working Paper 42 (HSMO, 1971), [3.19]

Authors

Where authors are first referred to in the main text, please give first name and surname. Thereafter, use surname only, for example:

‘Gillian Douglas has argued that ...’; ‘Douglas’s argument...’.

For reference to authors in discursive footnotes (as opposed to in references), use initial (not full first name and no dot after initial) and surname on first mention and thereafter surname only.

Books

These should be cited in the following order – author/editor with initial (no dot), *title* (publisher, edition, date). Thus:

A Bainham, *Children: The Modern Law* (Family Law, 2nd edn, 1998)

SM Cretney and JM Masson, *Principles of Family Law* (Sweet & Maxwell, 7th edn, 2002)

Contributions to edited books should be cited in single quotation marks as follows:

Z Harris, ‘Ownership of Land in English Law’, in Z MacCormick and Z Birks (eds), *The Legal Mind: Essays in Honour of Tony Honore* (Clarendon Press, 1986)

Specific references should be as above, followed by ‘, 123’. Note: not ‘, at p 123’.

Articles in journals

These should be cited in the following order – author with initial (no dot), ‘Title’ (year) volume number of journal (if any) journal name [see below for format] starting page number. Specific references as for books. If there is no volume number, the year should be placed in [square brackets].

Article titles, like the titles of contributors to edited books, should be in single quotation marks and not italicised. Note: no full points after initials. Common abbreviations of journals should be used whenever possible.

Where the full name of a journal is used it should always be italicised. Thus, compare:

G Davis and J Pearce, ‘Privatising the family?’ [1998] Fam Law 614, with

D Cowan and J Fionda, ‘Back to basics: The Government’s homelessness consultation paper’ (1994) 57 *Modern Law Review* 610

Please note that the correct citation for the *Child and Family Law Quarterly* is [date] vol no. CFLQ page (eg [2018] 30 CFLQ 1).

Online material

Where footnotes refer to material that is published online, provide the url (omitting http:// and starting at www....) followed by a note indicating when the link was last checked, as follows: ‘, last accessed 1 March 2018’. In the case of journals and other academic materials that are published in both hard copy and online on the publishers’ website, url details are not required – just provide the regular citation details. In the case of journals that are published *only* online, please provide the direct url wherever possible to aid location of the piece.

AUTHORS SHOULD BE AS ACCURATE AS POSSIBLE WHEN CITING REFERENCES OF ANY KIND.

Reviewed May 2018