ENGLAND JURISDICTION GUIDE • CCRC SELF-ADVOCACY

Criminal Cases Review Coaching Services (CCRCS)

Free, Zero-PII Appeal & Review Preparation Guide for Prisoners in England and Their Outside Supporters

1. What is CCRCS?

Criminal Cases Review Coaching Services (ccrcs.co.uk) is a free, independent digital guidance platform helping prisoners in England and their families prepare structured, clear applications to the **Criminal Cases Review Commission (CCRC)**.

- **100% Free — Always:** We never charge fees to prisoners, families, or defence teams.
- **No Case Files Taken:** We do not hold your legal papers, act as solicitors, or provide regulated legal advice. Instead, we equip your trusted contacts on the outside with plain-English coaching and structured templates so you stay in full control of your case.
- **Zero-PII Privacy Standard:** Our AI prompt frameworks are strictly designed so your outside supporters never enter names, prison numbers, or confidential case details into public AI tools.

> **IMPORTANT PRISON MAIL WARNING (ENGLAND — RULE 39):**
> Do **NOT** mark CCRCS guides, templates, or letters from family members as **"Rule 39"** under the Prison Rules 1999. Rule 39 legal privilege applies strictly to qualified solicitors, barristers, and the courts. Because CCRCS is an educational coaching platform and not a law firm, families must send printed guides via **standard social post** (or Email a Prisoner) with your name, prison number, and a return address. Misusing Rule 39 can result in mail being stopped by prison security. *(Note: Direct correspondence with the official CCRC is covered separately under Confidential Access.)*

2. How You & Your Outside Supporter Work Together

Because serving prisoners in England do not have open internet access, CCRCS works best as a team effort between you on the inside and a trusted family member or friend on the outside.

Your Role (Inside Prison)	Your Supporter's Role (Outside via ccrcs.co.uk)
List key dates, witnesses, trial events, and missing evidence in plain, factual order.	Use CCRCS's **Zero-PII Chronology Prompts** to turn your notes into a clean timeline.
Identify what went wrong at trial or what new evidence has come to light since your appeal.	Use CCRCS's **Application Guidance** to check how the CCRC "real possibility" test applies.
Sign consent forms if your supporter is requesting your old trial files or records.	Use CCRCS templates to send **Subject Access Requests (SARs)** to former solicitors, police, or courts.
Review every draft carefully to ensure 100% factual accuracy before signing and posting.	Print the final CCRC application and post it back to you for your signature and submission.

3. What the CCRC Looks For (England)

The CCRC investigates suspected miscarriages of justice in England, Wales, and Northern Ireland. To refer a conviction or sentence back to the Court of Appeal (or Crown Court for magistrates' cases), the CCRC must find a **"real possibility"** that the court will overturn it.

- **Fresh Evidence or New Legal Argument:** You normally need new evidence or a new legal point that was *not* raised at your trial or during your first appeal.
- **Exhausted Normal Appeals First:** Except in exceptional circumstances, you must have already appealed (or applied for leave to appeal) through the normal courts before applying to the CCRC.
- **Clear, Unemotional Structure:** CCRC case review managers handle high volumes of applications. A calm, chronological, evidence-led submission stands a far better chance of thorough investigation than an emotional letter repeating trial arguments.

4. Practical Preparation Checklist

Use this checklist with your outside supporter to organise your review step by step:

☐ **Step 1 — Share the Website:** Ask your supporter to visit **ccrcs.co.uk** and select the **England** guidance pathway.

☐ **Step 2 — Gather Basic Trial Details:** Write down your Crown Court or Magistrates' Court name, conviction date, sentence date, and the date of any previous Court of Appeal decision.

☐ **Step 3 — Recover Missing Papers:** Have your supporter request your trial bundle, Defence Statement, and CPS disclosure schedules (MG6C / MG6E) from your previous solicitors using a Subject Access Request.

☐ **Step 4 — Build Your Chronology:** Work together to map out the exact sequence of events before, during, and after trial using CCRCS's privacy-safe templates.

☐ **Step 5 — Verify Every Fact:** Never submit unverified AI text. Check every date, witness name, and legal point against your actual court records before sending your form to the CCRC.

> **Official CCRC Contact Details (England):**
> Criminal Cases Review Commission, 23 Stephenson Street, Birmingham, B2 4BH • Tel: 0121 233 1473
> *Prisoners can write directly to the CCRC in confidence without prison staff reading the contents.*