



The Mediation Process – Step by Step

Step 1 – Contact Us

Contact us by telephone (01442-216755) or email us on deborah@kklaw.co.uk and let us have your details so we can contact you. We will request the contact details of the other party so we can contact them too.

Step 2 – MIAM

We will then set up a Mediation Information and Assessment Meeting (MIAM) for you and the other party to attend and meet with our specialist Accredited Family Lawyer Mediator. At the assessment you will find out more about mediation and how it works and we will discuss with you whether mediation would be suitable in your case. If you both agree it is open to you to attend a joint MIAM together. This can assist in costs, time and can help in moving things along quicker.

After the MIAM meeting:-

- a) If our Mediator feels mediation is suitable and you confirm you are willing to engage in the process we will then proceed to Step 3 below.
- b) If Mediation is unsuitable and unable to proceed for another reason we are then able to sign and endorse any Court application you may be considering making for a family matter such as financial issues or children arrangements.

Step 3 – MIAM – other party

If a joint MIAM has not taken place the next step is for us to contact the other party and invite them to attend an initial meeting with our Mediator as at Step 2 above. After you have both attended a MIAM and the Mediator feels mediation can proceed and you both agree to mediate we will then progress to Step 4 below. If Mediation is unsuitable or your mediation is unable to proceed for another reason please see Step 2b) above.

Step 4 – First Session

If your matter is suitable for mediation we will arrange a first joint mediation session with you. We encourage meetings to take place with both of you and our Mediator in the same room who will assist with round-table discussions. You both set the agenda and meetings can go at your pace. We will gather information, explore options and discuss settlement proposals in an informal setting where you will both have the benefit of being equally informed and come to decisions together.

Generally the process will involve between two to four sessions depending upon the issues involved. You are free to seek legal advice from your solicitors at any point during the process.

Step 5 - conclusion

If we reach an agreement then our Mediator will draw up a document to reflect the understanding you have reached.

If you would like further information please contact us on 01442-216755 or email us on deborah@kklaw.co.uk