



Your Visit to our Kelowna Courthouse Location

You are making an inquiry to visit the Kelowna Law Courts. During your visit, you will be able to spend time in the Provincial Court and Supreme Court. The Supreme Court of British Columbia is the province's superior trial court and should you choose to court-watch, this will likely be where you will spend the majority of your day.

The Supreme Court is a court of general and inherent jurisdiction which means that it can hear any type of case, civil or criminal. This means that your group will likely be exposed to adult criminal matters such as **1st or 2nd degree murder, kidnapping or assault**. Teachers bringing younger students (eg. Elementary School groups), might want to discuss this with their students and their parents prior to their visit.

In the event of an emergency, please instruct your students to follow the sheriffs' directions. It is advisable to set up in advance a meeting place outside of the courthouse in case there is an evacuation.

For more information about the courts, please visit: <http://www.courts.gov.bc.ca/>

Below are some notes to keep in mind before making your inquiry. Please take the time to fully read the points below:

Bookings:

- Your booking is **not confirmed** until you hear from our coordinator. During busy seasons, we might ask you to reschedule. Please try not to solidify your plans before hearing back from us.
- We try to respond to inquiries as quickly as possible, but please allow up to 2 business days for your inquiry to be confirmed and a reply email provided.
- When making your booking, please include a contact email address that you regularly check, in the event that we need to follow up with you regarding your visit.
- Cancellations of bookings should be made at least one week in advance of the date, to allow us to provide proper notification to the speakers who have generously volunteered their time.

Visiting the Courthouse:

- Our program coordinator will meet your group inside the entrance to the lobby of the courthouse. In the warmer months, your class may wait outside on the steps. In the winter months, please have your class quietly wait inside the doors to your right and do not block the entrance.

- On our way upstairs to the courtrooms on the second floor, we will walk single file up the stairs, remaining on the right hand side as we make our way to a courtroom. There should be no talking on our way through the courthouse hallways.
- The courthouse breaks for lunch between 12:30 and 2:00. To accommodate this, we offer sessions from 9:30 - 12:00 or 12:30 and from 1:30 to 4:00. If a mock trial is requested, then we will do our best to arrange for a court room during the court's lunch break. Otherwise, court watching and speaker sessions are limited to a morning or afternoon session. There is no lunch room available, therefore if students are here for a mock trial over a lunch break, they must eat their lunch outside of the building.

Speaker Sessions:

- Please be aware that any request for speakers, cannot be guaranteed as this request would be subject to the speakers' availability and could be cancelled with little or no notice.
- During busy school seasons, we might be able to accommodate up to 2 speakers per group.
- It is recommended that **LINC or ELL** groups only book an **Orientation and Courtwatching** for their 1st visit to the court and choose speaker sessions only if they have advanced students or if it is part of a multiple-day visit. Speaker Sessions are meant as a Q&A between the students and the professionals and will not be appropriate for beginner or intermediate learners.
- If you have requested a speaker (judge, sherriff or lawyer), please come with questions prepared for the speaker. A list of potential questions for judges is provided as a separate document. The questions can be prepared ahead of time and written on a small sheet of paper or card.

Courthouse Protocol:

- Please review the separate document on Courthouse Protocol with your students to ensure that you will be in compliance with all rules of the court.

Thank you and we look forward to your visit!