


INCLUSION FACILITATORS

CAPTURING THE CHILD / YOUNG
PERSON'S VOICE





Kelly Francis

One Page Profile

About me:
I can chat about all sorts; My background has been working with children and young people in education; I like Harry Potter and I don't like getting muddy!

What is Important to Me as an Inclusion Facilitator?

I like to get to know people, so I know what is important to them
Building relationships and trust
Working with individuals to pursue a better future
Maximise inclusion and connection with the wider community
Help improve friendships, social connections and education
Boost confidence, social skills and support people to pursue their goals and dreams

What people like and admire about me...

My colleagues tell me I am

**Friendly,
Helpful,
Positive,
Warm
and have a good sense of humour!**

**"What we resist, persists.
What we accept, dissolves"**

How best to support me...

Sometimes I talk too quickly. Please tell me and I can slow down
I like to do the very best I can all the time.

You can contact me by:
Email:
kelly.francis@suffolk.gov.uk
Phone: 07543 237642

One Page Profile so the child or young person knows a little bit about the Inclusion Facilitator



Maia Green
Inclusion Facilitator
My One Page Profile

→ I am a good listener, I am patient and understanding and I really value taking time to get to know people.

→ I love anything arts and crafty including drawing sewing and baking—I love making creative cakes and am most proud of the Harry Potter Unicorn cake I made!

→ I have a lot of experience in theatre, designing and making sets and costumes and am involved in local groups.

How best to support me:
I am dyslexic and although I use strategies to cope with this, sometimes I make spelling mistakes. Please let me know so that I can correct myself!

What Is important to me...

- Being creative, I like to challenge myself to find the way that gets the best out of the people that I work with.
- People, and their stories. I think it is really important to feel that you are valued and to share experiences.
- Spending time with my family. I love to walk and run though fields where I live with my music on loud and my dog to keep me motivated.

As an Inclusion Facilitation I aim to:

- 1- Work with you to pursue a better future.
- 2- To enable you to maximize your inclusion and connection with the wider community.
- 3- To help with friendship, social connection and emotional wellbeing
- 4- To boost confidence, social skills and to pursue goals and dreams.

Email me: Maia.Green@suffolk.gov.uk

OPENING THERAPEUTIC LETTER

Psychology and Therapeutic Services
Health, Wellbeing and Children's Service
Endeavour House, 8 Russell Road
Ipswich, Suffolk, IP1 2BX



OFFICIAL-SENSITIVE [PERSONAL]

XXX Address

13th September 2018

Dear XXX

I have been asked by Mrs XXX at school to come and visit you, to find out about ways to help you learn and to feel positive about school. I thought I'd write to introduce myself a little, so you know what I look like and how I might be able to help.

Included with this letter is my One Page Profile. On here you can see some of the things I like to do and what I think is important. My job as a psychologist means that I am able to meet children and young people at home or in school and I do this all over Suffolk. The young people I see tell me about things they find difficult, or that other people find hard to understand.

Together, with people who are important to you, we can come up with lots of ways to help make things better. I am really looking forward to meeting you on Monday.

Best wishes,



Imogen

Dr Imogen Howarth
Senior Specialist Educational Psychologist

GAINING CHILD / YOUNG PERSON ASSENT, AS WELL AS ADULT CONSENT

I would like to work with an inclusion facilitator to

.....

..... will see me on

for weeks.

I like

.....

.....

I don't like

.....

.....

My favourite colour is.....



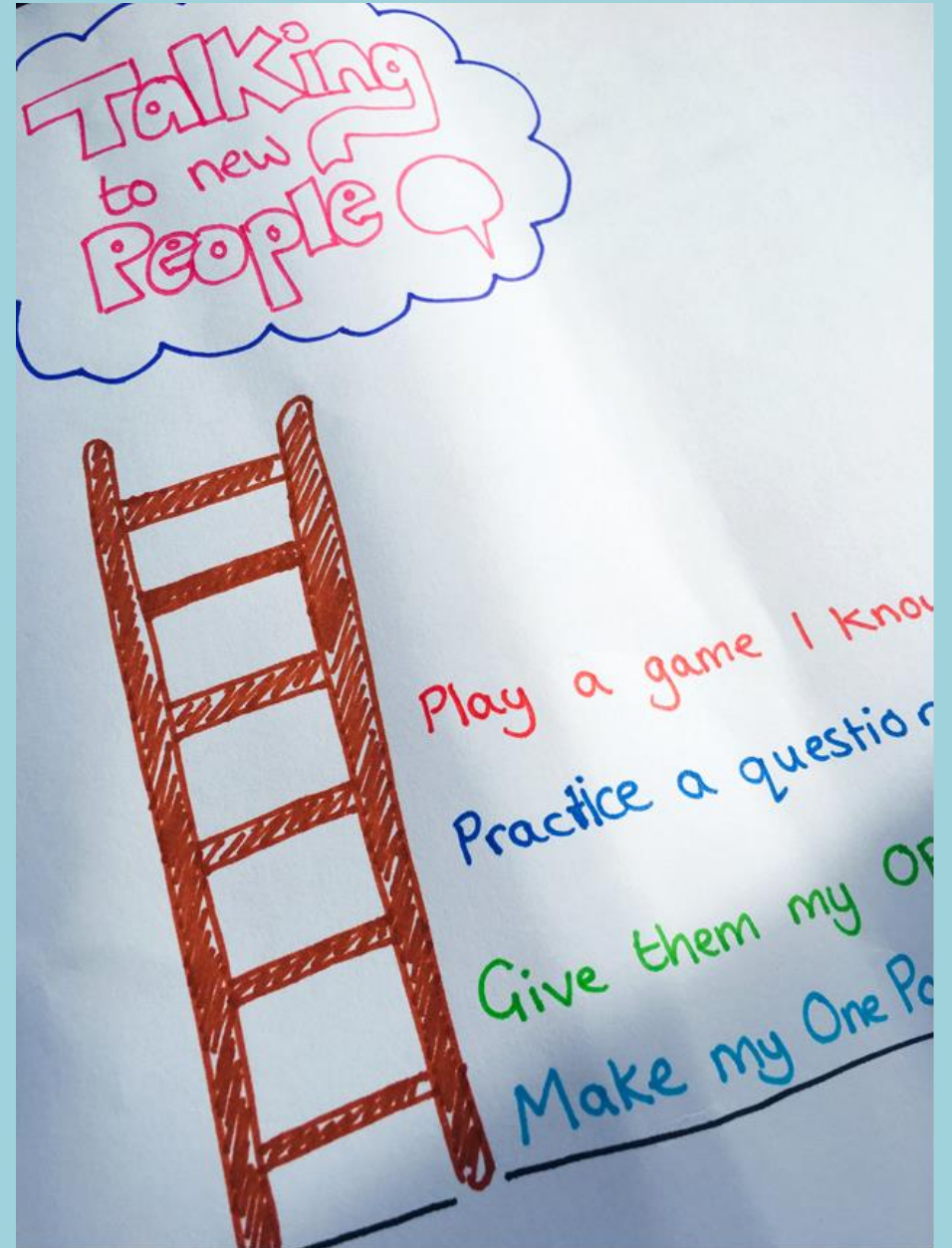
I am good at

My name

Date:

**AGREE WHAT IT IS
THEY'D LIKE TO
WORK TO IMPROVE**

**CLEARLY EXPLAIN
THE BOUNDARIES
OF INVOLVEMENT
AND HOW MANY
TIMES WE'LL MEET
WITH THEM**



**MEET IN A
COMFORTABLE,
NEUTRAL PLACE WITH
NO JUDGMENT -THEY
CAN ENGAGE AS
MUCH AS THEY FEEL
ABLE TO**



KEEP TRANSPARENT 'SHARABLE' RECORDS

OFFICIAL-SENSITIVE [PERSONAL]

Inclusion Facilitator Involvement Summary

Commissioner of Inclusion Work:	Starting Date:	Time Scale/Date for Review:
Name of CYP:	Inclusion Facilitator:	Who else is involved?
Signed referral form received on:		From:

Description of the work to be carried out:	What are the measurable outcomes?	How will outcomes be measured?	Achieved on:

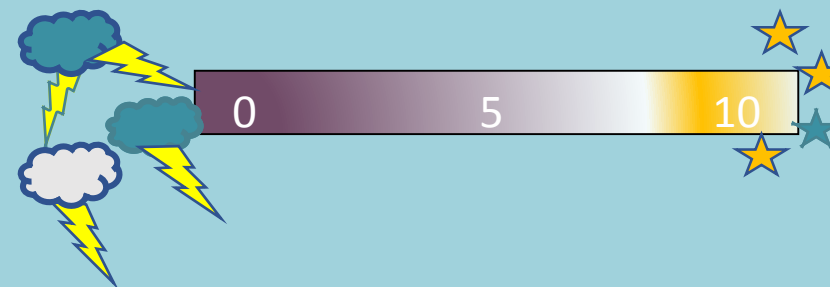
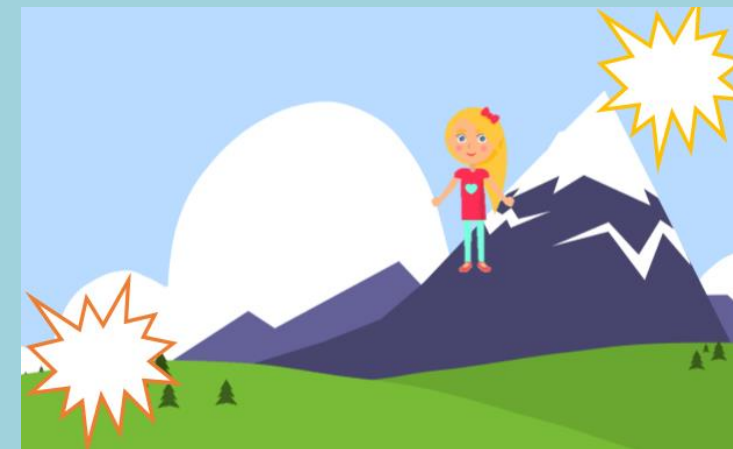
School:	Link Person: (signed contract on):	Name: Email: Phone

OFFICIAL-SENSITIVE [PERSONAL]

Designated Teacher/Safeguard:	Name: Email: Phone:	Social Worker:	Name: Email: Phone:

Details		Summary	Reflections and Future Actions
Date:		What activities were carried out:	www
Location:		Why:	
Time today (inc. travel & prep)			
Cumulative Total			
Risk/Lone Worker:			

DEVELOP A BESPOKE SCALE WITH THE CHILD OR YOUNG PERSON



Scales can include colour, shapes etc.: whatever represents the child or young person voice

**MAKE SURE THEY
HAVE APPROPRIATE
SUPPORT WHEN
YOU'RE NOT THERE**

The importance of the role of the link adult



WRITE A THERAPEUTIC LETTER TO CLOSE THE INVOLVEMENT

Psychology and Therapeutic Services
Inclusion Service
Children and Young People's Directorate
Endeavour House, 8 Russell Road
Ipswich, Suffolk, IP1 2BX



OFFICIAL-SENSITIVE [PERSONAL]

Address

21st February 2019

Dear

Thank you for the time that you spent with me. We have had some very interesting conversations and laughed a lot together. I was impressed with how well you settled into your new school and home. I remember that your favourite colour is red. Here's a photograph of some playdough we made together.



We talked about who you can go to at school when you feel sad and your teacher said she will let you know who this can be.

I have really enjoyed playing Monopoly with you and will miss our games!

I hope you have a wonderful Spring and get lots of eggs at Easter time!

Best wishes

Rachael Hooper
Inclusion Facilitator

Psychology and Therapeutic Services

To summarise our work together, be
solution-focused and to help them move
forward

**THE SUMMARY OF
INVOLVEMENT
CLOSES WITH
WHAT WAS
LEARNED ABOUT
THE CHILD /
YOUNG PERSON**

**THIS HELPS KEY ADULTS KNOW AND
SHARE THIS IMPORTANT INFORMATION
IN THE FUTURE**



THANK YOU FOR LISTENING

To find out more or make a referral:



PsychologyAndTherapyServices@schoolschoice.org



<http://v.ht/IFonline>



twitter.com/schoolschoice