

# Planning Tool

Name: \_\_\_\_\_

Locality: \_\_\_\_\_

Team: \_\_\_\_\_

Date: \_\_\_\_\_

Standards	Current Strengths	Suggestions for improvement	Further Action
<p>The views of children, young people, their families and communities are:</p> <ul style="list-style-type: none"> <li>▪ actively sought (on-going evaluation and needs assessment);</li> <li>▪ listened to;</li> <li>▪ responded to.</li> </ul>			
<p>Children, young people, their families and communities are supported to:</p> <ul style="list-style-type: none"> <li>▪ generate their own ideas</li> <li>▪ take part (e.g. transport, support worker);</li> <li>▪ develop skills;</li> <li>▪ achieve recognition of their input through accreditation</li> </ul>			
<p>Children, young people, their families and communities receive clear information about:</p> <ul style="list-style-type: none"> <li>▪ volunteering opportunities available;</li> <li>▪ the purpose of their participation;</li> <li>▪ intended outcomes for organisations and themselves;</li> <li>▪ rewards and incentives.</li> </ul>			
<p>Children, young people, their families and communities are provided with:</p> <ul style="list-style-type: none"> <li>▪ a variety of opportunities to allow them to participate at a level they chose and are comfortable with;</li> <li>▪ opportunities available at a time and venue that are accessible for the target group;</li> <li>▪ opportunities to access funds to set up or develop their own project support to identify funds.</li> </ul>			
<p>Children, young people, their families and communities are provided with:</p> <ul style="list-style-type: none"> <li>▪ feedback on the actions and outcomes from volunteering opportunities;</li> <li>▪ clear information on how to give feedback on the service they have experienced</li> <li>▪ are encouraged to give feedback on their experience of the service used including compliments, complaints and suggestions for improvement.</li> </ul>			
<p>Organisations will:</p> <ul style="list-style-type: none"> <li>▪ Identify opportunities to work with other groups/ organisations to offer enhanced opportunities;</li> <li>▪ share experiences and good practice so that more people can benefit.</li> </ul>			