Invitation to join Parents’/Carers’ Forum  
(Children with Disabilities)

Dear Parent/Carer

I am writing to invite you to become part of the Southern Health and Social Care Trust Parents’/Carers’ Forum. This is a new group which will provide families and carers of children with a disability the opportunity to come together to share ideas, issues and solutions, and to help Trust staff plan services to meet their needs.

Who can apply?

This is a new group for:

- parents and carers of children with a disability up to 18 years of age
  and
- live in SHSCT area or use Southern Trust services

What will I have to do?

The Trust would like you to attend the Forum to:

- share your experience as a parent/carer
- bring your ideas and suggestions as to how services can be developed and improved
- be able to listen, express your opinion, and respect the views of everyone else in the group
- give feedback to the Trust and help us provide better services
- help the Trust make others aware of the range of needs of children with a disability and their families/carers.

How will it work?

We are aware that ongoing communication between children with disabilities services and parents/families needs to improve, and we would like the group’s help in
considering how we can do this better. Other than this, group members can begin to identify what else needs to be addressed at its first meeting.

The frequency of meetings is difficult to gauge at this stage but we anticipate the group will meet approximately four times a year at an agreed time and place.

The first meeting will last approximately one and a half hours and there will be a group facilitator to support the group in its work. Staff from the SHSCT will also be there to work with the group.

Members of the group will be paid out-of-pocket expenses only, in line with the Trust’s Service User, Carer and Stakeholder Reimbursement Guidelines and Procedures (2012).

Further Information

Further information is available by contacting:

Elaine Mooney, Operational Manager, by email: Elaine.Mooney@southerntrust.hscni.net or by telephone: 028 3834 8248

or

Lesley Waugh, Locality Head of Service, by email: Lesley.waugh@southerntrust.hscni.net or by telephone: 07825 146012

If you would like to be part of this group please complete the attached Application Form and return by email to: childrens.disability@southerntrust.hscni.net or in an envelope addressed to:

Mrs Anthea Gray
Personal Secretary
SHSCT
Callan Room corridor
Main Building
St Luke’s Hospital
Loughgall Road
ARMAGH
BT61 7NQ

The closing date for your expression of interest in attending the first meeting of the Parent’s / Carers’ Forum is Tuesday 17 April 2018.
## Application for Parents'/Carers’ Forum  
(Children with Disabilities)

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<td>Postcode:</td>
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<td>Telephone Number (landline and/or mobile):</td>
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<td>E-mail address (if any):</td>
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<td>How would you prefer us to contact you?</td>
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### What is your current involvement with the SHSCf in relation to children with a disability?

### What age is the child/young person you care for? Please tick the relevant box:

- under 5 years  □
- 5-11 years     □
- 11-17 years    □
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<th>Why are you interested in joining the Parents'/Carers' Forum?</th>
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<th>Please use this space if you wish to provide any additional information:</th>
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Have you any special needs we may need to consider?

Please state if you have a preference regarding day/time/venue for the Forum:

<table>
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<tr>
<th>DAY</th>
<th>TIME (AM / PM)</th>
<th>VENUE (Armagh/Dungannon, Craigavon/Banbridge, Newry/Moune)</th>
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Thank you for your application – we will get back to you as soon as possible after this date.