

SE7 LOCAL OFFER FRAMEWORK AND GUIDANCE // P 21

People and services commissioned by the local authority to support children and young people with special educational needs should complete the following questions. If the service provides direct teaching to children and young people with special educational needs it should use the questions for educational settings.

1. What does your service do?

- *The key purpose of our service is to provide creative writing workshops for young people with reading and writing difficulties that help them produce a portfolio of literary work. By encouraging and promoting this work online, we hope to encourage our authors, and other potential storytellers, to overcome their learning difficulties and consider the possibility of a literary career, supported by an Invisible Writer. As well as building self esteem, promoting speaking, listening, and social communication, and tapping into the unexplored creativity of individuals, we hope some of our authors will develop into professional writers.*
- *Using a multi-media approach, our authors are guided through a structured process to inspire and promote expression of their ideas in whatever way they feel most comfortable. It is then up to the Invisible Writers (workshop leaders) to capture these ideas onto the page as truthfully as possible.*
- *Workshops are generally half a day (3 hours) or full day (6 hours)*

2. Where is it located and what areas does it cover?

- *Although based in Worthing, future workshops can be held anywhere across the country.*
- *There are no differences in our offer in different parts of the local authority area.*

3. Who does your service provide for?

- *16+ mild to moderate learning difficulties (including ASC) with reading and writing difficulties*
- *Reading and writing difficulty, as specified on their statement/EHCP*
- *At present, we are unable to provide a signer for those with hearing impairment. This is, however, something we would be keen to look at for the future.*

4. How can I start using the service?

- *You can make direct contact by registering online through our website. We also offer a phone service to support those that do not want to fill out the registration form.*
- *Currently the cost per half day workshop is £38 (3 hours) but we offer discount for multiple days. We also offer free places for exceptional authors invited to return to our workshops, based on their performance at previous workshops.*
- *There are currently no waiting lists.*

5. How are decisions made about who can use your service?

- *Becoming a service user requires registering online and we accept attendees on a first come, first served basis. There may be rare occasions when we decide that the workshop would not be suitable for the applicant. In this instance, we would contact you directly to explain why.*

6. How do you communicate with service users and how are they involved in decision making/planning?

- *What are your usual methods of seeking the views of service users?*

- We are able to use visual communication tools, such as pecs, but we do not currently offer signing support.
- For more information please visit our website www.invisibleinkbooks.co.uk
- We will endeavour to communicate with anyone, in whatever way we can, regardless of first language. If necessary we will request written communication, in the parent carer's first language, to employ support from the internet.
- Each workshop attendee will have their own pieces of work to call their own, as evidence of how well they have performed in the session.
- We do not currently offer any parent training or learning events.

7. Is your service fully accessible?

- We hire rooms that are fully wheelchair accessible.
- For questions regarding the accessibility of the venue please email info@heenecommunitycentre.org
We ask for all details to be given, regarding the needs of each applicant, during the registration process. In this way we hope to be able to accommodate all needs wherever possible. We will contact you directly if we have any queries regarding these.

8. What training are the staff supporting children and young people with SEND had or are having?

- The principal workshop leader at Invisible Ink Books is a qualified teacher with 5 years experience working in a generic special needs secondary school, teaching maths and literacy to students with a variety of needs, including MLD, SLD, EBSD, ASC and general learning difficulties.
- Invisible Ink Books will only employ qualified teachers, ideally with experience supporting children and young people with SEND. There will also be an induction period for all new Invisible Writers, ensuring they work alongside a more experienced workshop leader to gain the relevant experience, before running workshops alone.

9. Who can I contact for further information?

- All questions can be answered by Kate Wilson, kate@invisibleinkbooks.co.uk.