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Appendix 1. Project Board

Job Title	Organisation	Role in review process
Public Health Lead	Kingston Public Health	Analysis, presentation writing and delivery, interviews and joint author of Kingston's report
LSCB Learning & Development Manager (maternity cover)	Richmond and Kingston LSCBs	LSCB training review
Public Health Registrar	Richmond Public Health	Project Initiation Document (Richmond) and initiated literature review
LSCB Professional Adviser	Richmond and Kingston LSCBs	LSCB training review
Public Health Registrar	Richmond Public Health	Interviews and analysis
Senior Public Health Lead	Richmond Public Health	Project lead for Richmond, author of the literature review, presentation writing and delivery, final report author (Richmond) and interviews
Learning and Development Manager	Richmond and Kingston LSCBs	LSCB training review
Public Health Programme Support Officer	Richmond Public Health	Project coordination, analysis, presentation writing, delivery support and interviews
Coordinator for Richmond and Kingston LSCBs	Richmond and Kingston LSCBs	Analysis, coordinating the LSCB training review and interviews
Drug and Alcohol Strategy Manager	Kingston Public Health	Project lead for Kingston, presentation writing and delivery, interviews and joint author of Kingston's report

Appendix 2. Risky Behaviour Steering Group members

Job title	Agency
Health Promotion Specialist	Royal Borough of Kingston upon Thames
Consultant in Public Health	Richmond and Wandsworth councils
Joint Commissioning Manager	Richmond Clinical Commissioning Group (RCCG)
LSCB Professional Adviser	Kingston and Richmond councils
Lead Commissioner for Children's Services and Adult Learning Disabilities	Royal Borough of Kingston upon Thames
Senior Public Health Lead	Richmond and Wandsworth councils
Associate Director of Family and Youth Support	Achieving for Children (AfC) Kingston and Richmond
Senior Public Health Lead	Richmond and Wandsworth councils
Public Health Programme Support Officer	Richmond and Wandsworth councils
Associate Director and Consultant in Public Health	Royal Borough of Kingston upon Thames
Drug and Alcohol Strategy Manager	Royal Borough of Kingston upon Thames
Coordinator for the Child Death Overview Panel (CDOP) for Kingston and Richmond & Coordinator for Richmond LSCB	Kingston and Richmond councils

Appendix 3. LSCB Training overview for Risky Behaviours Project

This summary is intended to give an overview of the training offered by the LSCB to the multiagency workforce in relation to adolescent risky behaviours to assist with the Public Health led Risky Behaviours Services Review.

The review will consider whether there is adequate and relevant training available and its take up and what can be done to address any gaps identified. This summary therefore includes details of LSCB courses available, frequency, attendance rates, and details of how courses are advertised. The latter is included to understand whether uptake may be improved by courses.

LSCB training is bookable via the LSCB training portal kingstonandrichmondlscb.org.uk/training

Training is promoted via the LSCB website, training bulletins, newsletters and twitter. It is also discussed and promoted in LSCB main board and subgroup meetings.

The training is available to the whole of the children and young people's workforce and those working with adults who are parents or carers (for example, adult psychiatrists and probation staff). It includes paid staff and volunteers working in the statutory, voluntary, community and independent sectors.

The LSCB Training Programme is reviewed annually and has flexibility to add or refine courses according to emerging local and/or national issues.

The LSCB provides the following training as its core programme:

- Basic Awareness: Level 1 (eLearning and in-service training)
- Shared Responsibility: Level 2
- Child Protection Process: Level 3
- Child Protection Process: Level 3 Refresher
- Child Sexual Exploitation
- Domestic Abuse

The LSCB also provides the following additional training:

- Adolescents Experiencing Violence in their Relationship (not commissioned at moment as colleague left service)
- Child Trafficking (no longer commissioned)
- Difficult, Dangerous & Evasive (no longer commissioned)
- Disabled Children Safeguarding Concerns

- Substance Misuse and Young People awareness (formerly Drug and Alcohol Awareness)
- Fantasy v. Reality Impact of Pornography on Children and Young People (no longer commissioned)
- Female Genital Mutilation
- Gang Activity Safeguarding Children and Young People (no longer commissioned now have online learning via Me Learning Gangs & Youth Violence)
- Harmful Practices Forced Marriage and So Called Honour Based Violence
- Parental Needs Making Sense of Impact on Children (Previously Impact of Parental Substance Misuse)
- Lone Worker Safety & Assessing Risk
- Online Safety & Risky Behaviour
- Pre-birth Assessment and Teenage Parents
- Safeguarding Workshop for Early Years (no longer commissioned)
- Talking to young people about Sex, Drugs and Alcohol (formerly Sex, Drugs, Alcohol & Risky Behaviour)
- Sexual Violence & Young People
- Teenagers and the Rage to Feel Alive (no longer commissioned low interest)
- Understanding and Managing Childhood Neglect
- Workshop to Raise Awareness of PREVENT
- Working with Perpetrators of Domestic Abuse (Not currently commissioned)
- Young People Missing from Home and Care

Whilst a number of the more general safeguarding modules will include risks to adolescents, the courses in the following table have been identified as particularly relevant to training the multi-agency workforce in relation to risky behaviours; against which the number of course dates offered, attendees, and costs of trainer for total sessions are provided.

Course title	Number of sessions and total attendees 2015- 2016	Number of sessions and total attendees 2016-2017
LSCB Substance Misuse and Young People – awareness (formerly Drug and Alcohol Awareness)	2 course dates (Q1 & 3), 17 attendees £300	No course dates
Online Safety & Risky Behaviour	3 course dates (Q1, 3 & 4), 33 attendees £600	3 course dates (Q1, 3 & 4) 35 attendees £0 no charge as payback from Trainer for Trainer

Talking to young people about Sex, Drugs and Alcohol (formerly Sex, Drugs, Alcohol & Risky Behaviour)	2 course dates (Q1 & 3), 27 attendees £300	4 date proposed however training cancelled due to low signup/interest no charge as payback from Trainer for Trainer
Teenagers and the Rage to feel alive	1 course date (Q1), 13 attendees £700	1 course date (Q1) 21 attendees

You will see from the above table that no training dates were held for either 'Substance Misuse and Young People' or 'Talking to Young People about Sex, Drugs and Alcohol' during 2016-17. This was due to poor sign up resulting in cancellation. These training sessions are facilitated by the Young People Substance Misuse Service Manager.

Training sessions have been refreshed with new course titles and now offered as half day training sessions. (Additional work planned to develop a quiz to test practitioners' knowledge).

The training is scheduled to take place February 2018, also working with Board Lay Member and the Young People Substance Misuse Service Manager to develop a PowToon animated video and liaising with Heather Anderson at Moor Lane to develop monthly screenings.

A Learning from Child Deaths Conference was held in July 2017 (a joint initiative from the LSCBs for Kingston, Richmond, Sutton, Wandsworth and Merton) and there were sessions from Papyrus on preventing young suicide and the Daniel Spargo-Mabbs Foundation on helping young people make safer choices around drugs. This was attended by 100 multiagency professionals from across the 5 boroughs.

Training attendance data is monitored at the Learning and Development Subgroup and in the Learning and Development Annual Report, as well as on an ongoing basis by the LSCB Learning and Development Manager.

LSCB Impact evaluation process:

One of the functions of the LSCB is to understand the impact of training it has commissioned; the LSCB regularly monitors the effectiveness of its training courses.

Staff attending LSCB training will be asked to complete a set of two self-evaluations to help benchmark existing learning, evaluate the quality of training from the perspective of the trainee and to capture evidence of how LSCB training has influenced the individual practice of staff.

It is acknowledged that this process needs to be proportionate and take into account the busy day jobs of front-line operational staff. It is, however, expected that all training participants comply with the LSCB request for this information.

Stage 1

As part of the course application process applicants are asked for details of any previous relevant safeguarding training in order that the participant's knowledge can be logged and evaluated before acceptance onto the course.

The results from this will be treated as the baseline for each participant's level of knowledge.

Stage 2

Impact Evaluation is available to complete between 8 - 12 weeks after course completion, evaluation is linked to certification, if not completed participants are unable to access their training certificate. Evaluation is accessible online via LSCB training account. Line Mangers are also required to complete an online evaluation. The purpose of this level of evaluation is to find out whether the learning from the course has been used in practice to change confidence or attitude of the learner.

This evaluation is to measure the impact of the training on practice and to evidence if the learning has improved outcomes for children.

Stage 3

New Courses, briefings and targeted courses are evaluated with an online event feedback questionnaire or phone call that will ask the following questions:

How relevant and helpful do you think the training was to your job?

What are the key points that you will take away from this event in relation to policy and practice?

The purpose of this stage is to find out whether the learning from the course has had a direct impact on how professionals work with children and young people.

Sample of Participant & Manager Comments from Stage 2 Evaluation: Online Safety & Risky Behaviour

How has the implementation of your learning from this training contributed to improved outcomes for children, young people and their families?

 Staff knowledge of online safety being passed on to the children Awareness of online safety and how important it is

How has your attendance at this training benefited your colleagues, team or service?

• We have put a folder together regarding all safeguarding training for staff to access at any point, also discussed training in a staff meeting and information for parents in newsletter.

What difference do you think this training has made to the participant's practice and work with children, young people and their families?

 Children, young people and families are supported and safer. This means that when I have to manage safeguarding queries, I am more knowledgeable of the topic and able to provide better support

Appendix 4. Interviews and interviewees schedule

Interviews of joint Richmond and Kingston services

Job title	Agency	Interview date	Interview time	Format of interview
Psychiatrist	Child and Adolescent Mental Health Service (CAMHS)	31.10.17	10:30- 11:30	Face to face
Single Point of Access (SPA) Manager	Achieving for Children (AfC)	25.10.17	10:00- 11:00	Telephone
Head of Integrated Working	Achieving for Children (AfC)	3.10.17	10:00- 11:00	Face to face
Detective Inspector, Kingston and Richmond CSE team	Metropolitan Police	10.10.17	10:00- 11:00	Face to face
Detective Sergeant, MASH/CSE/MISPER	Metropolitan Police	29.9.17	14:30- 15:30	Face to face
Head of Emotional Health Service	Achieving for Children (AfC)	12.10.17	12:00- 13:00	Face to face
Early Intervention Worker	Achieving for Children (AfC)	28.9.17	14:30- 15:30	Face to face
Youth Offending Service Manager	Achieving for Children (AfC)	18.10.17	14:30- 16:00	Face to face

LGBTQ Youth Worker	Achieving for Children (AfC)	7.12.17	12:00- 13:00	Telephone
Looked After Children Team Lead	Achieving for Children (AfC)	17.11.17	11:30- 12:30	Telephone
Young People Substance Misuse Service Manager	Achieving for Children (AfC)	2.10.17	14:30- 16:30	Face to face
Information and Communications Technology and Online Safety Adviser	Achieving for Children (AfC)	17.10.17	10:00- 11:30	Face to face
Youth Service Manager	Achieving for Children (AfC)	28.9.17	14:30- 15:30	Face to face
Chair (Richmond), Lead for Safeguarding, for CAMHS and Trustee	SEND Family Voices	3.10.17	14:00- 15:00	Face to face

Kingston only services

Job title	Agency	Interview date	Interview time	Format of interview
Designated Nurse for Safeguarding and Looked After Children	Kingston Clinical Commissioning Group	3.10.17	10:00- 11:00	Face to face
Project Lead	Kingston Young Carers Project	18.10.17	16:30- 17:30	Face to face
School Nurse and Lead Nurse for Looked After Children	Achieving for Children(AfC)	4.10.17	14:30- 15.30	Face to face

KU19 Lead	Your Healthcare	27.9.17	10:00- 11:30	Face to Face
Team Lead School Health	Your Healthcare	2.10.17	14:00- 16:00	Face to Face
Kick It! Lead	Kingston Smoking Cessation Service	10.10.17	10:00- 11:30	Face to face
School Health Link Worker, Kingston College	Yourhealthcare	27.9.17	15:00- 16:00	Face to Face
Clinical Nurse Specialists in Sexual Health	Wolverton Clinic	10.10.17	10:00- 11:30	Face to Face

Appendix 5. Questions for interviews: Risky Behaviour Review

These questions are based on the Risky Behaviour Review that is being undertaken by public health, AfC, CCGs and the LSCB in Richmond and Kingston, with support from both local authorities. This information is being gathered to understand more about the services we offer to young people around risky behaviours and how we support them.

The behaviours we are focussing on are those related to drugs, alcohol, smoking and sexual health. Your service may have a particular focus, but any information about these issues are welcomed!

- 1. How is your service designed and delivered? Do you involve young people in any of this and if so how? If not, why not? Is it about resources or opportunities?
- 2. How do you measure the quality and performance of your service (i.e. monitoring and evaluation)? What processes are involved in this M&E? How are young people involved in designing and implementing this? How do you inform young people about what is changing or what cannot be changed and why after consulting with them?
- 3. Do you involve parents and carers/families in your service? If so, how? If not, why not?
- 4. What mechanisms do you use to promote your service to young people? Do you use social media (Facebook, Twitter, Snapchat, Instagram etc), printed communication (newsletters, leaflets, posters etc), email, text/Whatsapp, phone calls/Skype, short videos e.g. YouTube, in person e.g visits to schools or community settings etc?
- 5. What are the main issues facing young people your service is supporting? Do these issues depend upon the vulnerabilities of young people e.g. offenders, leaving care, looked after, young parents and carers, or others (specify where possible)?
- 6. Have there been changes to risky behaviour (drugs, alcohol, smoking, sexual health) amongst young people in recent years locally? If so, what? Probe as to whether Novel Psychoactive Substances (formerly 'legal highs' like mephadrone, meow, NOS aka laughing gas), Xanax, steroids/insulin misuse for body building, e-cigarettes, shisha, chem sex are a problem and if so how has this impacted young people's lives and service provision?
- 7. How are these issues and changes identified by your service i.e. are they shared by young people, between services, based on media reporting, top down from management meetings etc?
- 8. Do these issues get shared wider than your team and if so how e.g. management meetings, newsletters, email updates etc?
- 9. Are there any gaps in your provision, if so what are they and why?
- 10. Is there anything missing from the total offer to young people in Richmond borough relating to risky behaviour? E.g. service that is no longer available, issue not being addressed by provision, work not included in contracts etc (within or outside of your service area)
- 11. How are referrals and signposting to other services undertaken? Are there pathways in place to guide it? Are there any gaps in services that create an issue with doing this? If so what do you think the solution is?

- 12. What training do you provide for your staff specifically around risky behaviour including those not directly related to your provision (i.e. sexual health service and smoking)? What training do staff access from the LA, CCG, AfC, LSCB or elsewhere on these topics? Is this training mandatory? Are there additional training needs not currently being met? Is there anything which could be improved regarding locally provided training?
- 13. What training do your staff provide to professionals including schools, across the borough? If so, how is quality of this measured? If not, why not?
- 14. Do you have any further comments to make about young people and risky behaviour in Richmond and Kingston?

Questions for Youth Offending and Youth Services only:

Add to 1 or 2 – have drug/alcohol related crimes and road traffic accidents become a bigger problem in recent years? For example, alcohol related accidents or vehicle related drug sales?

Appendix 6. Risky Behaviour Expert Group

(Held on Tuesday 21st November 2017)

Job title	Agency	Local Authority
Psychiatrist	Child and Adolescent Mental Health Service (CAMHS)	Richmond
Emotional Health Service	Achieving for Children (AfC)	Kingston and Richmond
Detective Sergeant, MASH/CSE/MISPER	Metropolitan Police	Kingston and Richmond
Chair (Kingston), Lead for Safeguarding and Trustee	SEND Family Voices	Kingston and Richmond
Team Lead	Wolverton Centre	Kingston
Clinical Nurse Specialist - Young People's Substance Misuse Service	Achieving for Children (AfC)	Kingston and Richmond
Head of Year 11	Orleans Park School Richmond	Richmond
Team Lead School Health	Your Healthcare	Kingston
Early Intervention Worker	Achieving for Children (AfC)	Kingston and Richmond
Young People Substance Misuse Service Manager	Achieving for Children (AfC)	Kingston and Richmond
Richmond School Nurse Lead	Central London Community Healthcare NHS Trust	Richmond

Public Health Programme Support Officer	Richmond Public Health	Richmond
Chair (Richmond), Lead for Safeguarding, for CAMHS & Trustee	SEND Family Voices	Kingston and Richmond
Coordinator for the CDOP for Kingston and Richmond & Coordinator for Richmond LSCB,	Richmond and Kingston Councils	Kingston and Richmond
Team Leader	Richmond Carers Centre	Richmond
Drug and Alcohol Strategy Manager	Kingston Public Health	Kingston
Richmond School Nurse Team Leader	Central London Community Healthcare NHS Trust (CLCH)	Richmond

Appendix 7. Focus Group Schedule

Name of Group	Type of Group	Lead Agency	Focus group date	Focus group time	Number of Young People
School Lane Girls Youth Group	Youth group specifically for girls aged 11-16 years	AfC	1.7.18	15:30- 16:30	3
Chessington Sports Centre Youth Group	General youth group for young people aged under 18	AfC	12.7.18	17:00- 18:00	15
School Lane Youth Group	General youth group for young people aged under under 18	AfC	9.10.18	18:15- 19:15	6

Participation Members' Monthly Meeting	Participation group of young people with SEND	AfC	25.10.18	13:30- 15:30	8
Young Carers	Youth group for Young Carers aged between	Kingston Carers Network	31.10.18	18:30- 20:00	3
Mental Health Ambassadors Group	Group of students from college who promote positive mental health	Kingston College	14.11.18	12.30- 13.30	5
Looked After Children's Council	Participation group for young people who are Looked After	AfC	22.11.18	18:15- 19:30	8

Appendix 8. Focus Group Questions

Session Outline

Duration	Question/Activity	Resources
10 mins	Introductions and Welcome Introduce ourselves Introduce needs assessment/project Aims for this session GROUNDRULES/SAFEGUARDING	Post it notes Flip Chart paper Pens Marker pens
10 mins	On post it notes, write down: What you think are the main issues facing young people at the moment? • We would like you to think local/about the area you live/go to school/college etc • Think about health focus primarily (drugs and alcohol/smoking/sexual health/mental health)	Post it notes Flip Chart paper Pens Marker pens
10 mins	On post it notes, write down: Where would you go if you were worried about something? • Think about actual local services but also your wider support network e.g. friends, family, social media etc.	Post it notes Flip Chart paper Pens Marker pens
10 mins	In small groups, write down/draw etc:	Flip Chart paper

	In an ideal world, where money etc was no object, what would the services that are meant to help you look like? • There is no limit here! Tell us what you'd love to see - what would help young people? • Be as critical (or not!) of local services	Marker pens
5 mins	Conclusions and next steps (follow up) • What are we going to do with this data and how will we let you know what difference it has made?	
	CLOSE	

Appendix 9. Youth Conversation questionnaire

Young people of Kingston

It's time to have your say



The Young People's Conversation is a unique event happening later in the year. Your views will shape how we do things in the future.

In preparation for the event, we'd like you to fill in this short survey so we can cover the topics that matter to you.

For a chance to win a sailing experience at the Albany Centre or Love2Shop Vouchers, complete the survey by [date]. Remember to provide an email address so we can contact you if you win!

The survey is confidential and will take 10-15 minutes to complete.

Email: ypsurvey@kingston.gov.uk

Phone: 0208 547 6377



@RBKingston

www.kingston.gov.uk



Appendix 10. Description of Services Interviewed

(Interviews took place between 26/09/17- 07/12/17)

Services within AfC

<u>Early Help https://www.achievingforchildren.org.uk/early-help-intervention/</u> Embedding the Cluster Model of working, best practice approaches such as Signs of Safety and delivering improvement work as part of the AfC offer

Emotional Health Service https://www.achievingforchildren.org.uk/emotional-health-service/ CAMHS Tier 2 delivering an early intervention approach for children and young people with conditions such as depression and anxiety

Heatham House LGBTQ+

https://www.kingston.gov.uk/info/200241/supporting_young_people/512/information_advice_and_support/8 Specialist youth support for young people who identify as LGBTQ+

Looked After Children (LAC) and Leaving Care Team

Providing support, advice and training to education, social services and carers on educational needs of children looked after

Single point of access (SPA)

Gateway for all referrals relating to concerns about children's developmental needs, neglect, and physical, sexual, or emotional abuse

SPARK Team (Information and Communications Technology and Online Safety Adviser)

Promoting online safety to professionals including those from schools, healthcare providers, voluntary sector and the police

Young People's Substance Misuse Service

Specialist substance misuse treatment for young people aged 13 to 19 years and their families

Youth Service

Working with 11-19 year olds in Richmond and Kingston to enhance their wellbeing, personal and social development

Youth Offending Service (YOS)

Working with young people and the community to prevent offending

Other Services

CAMHS

Tier 3 CAMHS offering assessment and treatment to children and young people up to the age of 18 with a range of moderate to severe mental health problems

CCG

Kingston CCG is a membership organisation made up of the 25 GP practices in the borough. The CCG works with secondary care doctors, nurses and other healthcare specialists as well as a management team to plan and commission health care services that meet the needs of local residents.

<u>Joint Richmond and Kingston Local Safeguarding Children Boards (LSCB) Child Sexual Exploitation (CSE) and Missing Subgroup</u>

The CSE & Missing Subgroup is a strategic subgroup of the Joint LSCB that aims to provide clarity on how safeguarding is addressed within the specific priority areas of CSE, and address agency's responses to managing young people missing from home, care or school.

Kick It Stop Smoking Service

Deliver workshops to young people using effective and innovative methods to discourage smoking uptake. Offer free advice and support including nicotine replacement therapies, to people living and working in Kingston.

Kingston Young Carers Project

Provide support to young carers (aged 5-18) living in Kingston

KU19

Kingston's free and confidential health service for young people aged 19 years and under. It's provided by Your Healthcare CIC (see below). You can get:

- free condoms
- emergency contraception
- chlamydia and gonorrhoea screening
- contraception
- advice and information
- pregnancy testing

You can contact KU19 or drop into one of the KU19 clinics around the borough (you don't need an appointment)

Multi-Agency Safeguarding Hub (MASH) No website available

MASH was developed by the police, Local Authority departments including Health, Police, Disabled Children's team, Adult Services, Probation, Education and Social work, and other agencies to co-locate safeguarding agencies and their data into a secure, research and decision making unit.

SEND Family Voices

Parent-led and providing support to parents and carers and children with a range of special needs and disabilities for families living in Richmond and Kingston

The Wolverton

The centre specialises in sexually transmitted infections (STIs), contraception, HIV and specialist genitourinary medicine services. Anyone of any age can go. All consultations are free and confidential. You don't need a referral from your GP. The Wolverton runs the Connect Clinic - a relationships and sexual advice service for people of all ages with learning difficulties. There's also The Point - a one stop walk-in sexual health service for those 18 and under.

Your Healthcare

Your Healthcare is a community interest company that provides a range of health and social care community services. In Kingston, Your Healthcare provides School Health and Health Visiting services.