

Steps @

Solace



Key activity methods

A PROGRAMME FOR INDEPENDANT LIVING



It's Your Move Group Session



1:1 Client Worksheets



Activity learning



Achieve economic well being



1.1 Make a weekly budget plan

Weekly budgeting

Worksheet 1.1

Budget for a week

1.2 Identify 3 things you could do to save money

Saving Money

Worksheet 1.2

Negotiate loan repayment

1.3 Explain the concept of interest

Understanding Interest

Worksheet 1.3

Compare loan prices online

1.4 Identify core components of bank statement

Utility bills and bank stmts

Worksheet 1.4

Query bank statement

1.5 Accurately read utility bills

Utility bills and bank stmts

Worksheet 1.5

Read hostel meters

1.6 Understand the different ways of paying bills

Paying your bills

Worksheet 1.6

Set up direct debit

1.7 Explain how to prioritise debts

Dealing with Debt

Worksheet 1.7

CAB Debt Referral

1.8 Identify five tips when applying for benefits

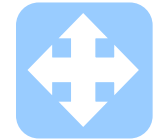
Accessing welfare benefit

Worksheet 1.8

Introduction to bookkeeping



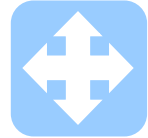
Enjoy and achieve



2.1 Identify skills/experience for at least 3 jobs or voluntary positions	Job search skills	Worksheet 2.1	Internet job search
2.2 Identify your own skills and explain how they're relevant to one job or voluntary position	Skills and Experience	Worksheet 2.2	Job/voluntary application
2.3 List the information provided on a CV/application form	Writing a CV	Worksheet 2.3	Write CV
2.4 Explain key stages in applying for a job	Applying for a Job	Worksheet 2.4	Discussion or application
2.5 Understand how personal presentation affects people's perception	Preparing for interview	Worksheet 2.5	Mock interview
2.6 Identify where to get help improving basic skills	Using basic skills	Worksheet 2.6	Basic skills assessment
2.7. Make a long term career plan	Life mapping	Worksheet 2.7	Support planning
2.8. Understand how future career plans will affect children	Locating childcare	Worksheet 2.8	Child registration



Be healthy



3.1 Explain the process for registering with a GP/Dentist or optician for the family

Accessing health services

Worksheet 3.1

Register with GP

3.2 Identify the five good groups and benefits of each

Food Groups

Worksheet 3.2

Shopping trip

3.3 Cook a basic meal from scratch

Basic Cooking

Worksheet 3.3

Cooking communal meal

3.4 Understand the use by/sell by date of food

Use by dates

Worksheet 3.4

Fridge check

3.5 Describe ways to tackle addictive behaviour

Addictive behaviour

Worksheet 3.5

Drinksense /smoking cessation referral

3.6 Measure emotional well being and the impact it has on others and myself

Dealing with stress

Worksheet 3.6

CBT group / key work session

3.7 Identify where to get help with exercise

Accessing sports facilities

Worksheet 3.7

Gym sign up

3.8 Describe four positive choices you can make in sexual relationships

Sexual health choices

Worksheet 3.8

Key work session



Stay safe



4.1 Identify five ways to immediately improve your personal safety

Personal safety

Worksheet 4..1

Police referral

4.2 Describe three ways to ensure your long term safety in a new home

Household safety

Worksheet 4.2

Non molestation order

4.3 Identify three ways you can ensure the safety of your children in a new home

Child protection

Worksheet 4.3

CAF Referral Mtg

4.4 Describe the benefits and flexibility of two different types of housing

Housing options

Worksheet 4.4

Tenancy transfer

4.5 Describe how to apply for either private or socially rented housing

Applying for housing

Worksheet 4.5

Supervised housing search

4.6 Understand the responsibility of a tenant/landlord in a tenancy/licence agreement

Why tenancies fail

Worksheet 4.6

Tenancy sign up

4.7 Describe solutions to common problems I might have with my tenancy

Move on checklist

Worksheet 4.7

Move on Plan

4.8 Accurately read utility meters

Reading utility meters

Worksheet 4.8

Taking meter readings



Make a positive contribution



5.1 Describe the role of my key worker	Role of keyworker	Worksheet 5..1	Agreeing support contract
5.2 Describe the qualities of a good neighbour	Being a good neighbour	Worksheet 5.2	Residents meeting
5.3 Explain how one thing I have done has made a positive impact on local community	Volunteering	Worksheet 5.3	Debrief on client involvement activity
5.4 Identify 3 things I can do to make communication clearer	Communication skills	Worksheet 5.4	Debrief on supervised phone call/group session
5.5 Identify 3 words people might find offensive and why	Causing offence	Worksheet 5.5	Discussion about appropriate behaviour
5.6 Understand how our negative actions can affect one another	Bullying and harassment	Worksheet 5.6	Warning for conduct
5.7 Identify three community events/activities I could get involved with	Local services and me	Worksheet 5.7	SureStart sign up