

Parent Partnership Service Handbook – Update on Progress of Equality Impact Assessment Action Plan April 2006- March 2007

Problem/barriers identified	Aim/objective	Actions required to achieve aim/objective	Target date	Update on Progress 2006-2007	Status of Action (Completed, Ongoing, Not Started)
<p>No gathering of data / monitoring of disability or ethnicity amongst service users.</p>	<p>Clear information regarding Service users and their needs</p> <p>Service information and publicity targeted appropriately and in appropriate format for Service users</p>	<p>Introduce monitoring of disability amongst parents accessing the service</p> <p>Articles aimed at dads, disabled and BME parents in every Service newsletter</p>	<p>2 hours per month admin time</p> <p>Equality Data Monitoring forms</p>	<p>Equality monitoring of service users introduced and used to inform caseworkers</p>	<p>Completed</p>
<p>Limited qualitative feedback from both parents who have and have not accessed the Service.</p>	<p>In depth feedback from parents re their experience, requirements and barriers to accessing the Service</p>	<p>Telephone interview sample of parents using/not using the Service</p>	<p>2x hours per month from Service Manager</p>	<p>Allocated, on PPS Development Plan to be completed by May 08</p>	<p>Ongoing</p>
<p>Limited service user involvement in shaping the PPS to their needs</p>	<p>Service users to be involved in shaping the PP Service and in identifying priorities for development</p>	<p>Involving parents in development of PPS through Monitoring Group</p>	<p>3 days per year from Service Manager 9 hours per year admin support</p>	<p>PPS Monitoring Group introduced. Parents advised and asked to become involved via PPS Evaluation forms</p>	<p>Completed</p>

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Service practice of staff not acting as advocate for parents may be detrimental to the active involvement of parents with learning or mental health difficulties.	Development of reasonable adjustments to enable Service practices to be inclusive and accessible to parents with disabilities	Review Service practice in supporting parents who are disabled themselves	1 day from Service Manager, 3 hours from other service staff	Revised procedures when supporting parents with additional needs themselves, procedures detailed in Service Handbook	Completed
Service staff (paid and voluntary) not reflecting gender, BME, disability mix or community	Service staff more reflective of wider community	Advertising for IPS volunteers and staff amongst BME and disabled parent Groups Develop knowledge/ understanding of cultures amongst PPS staff	NA 3 days from Service staff	No advertising for now IPS has taken place All staff have accessed training and activities to increase understanding of other cultures	Ongoing

Ways to promote equality or good community relations identified	Aim/objective	Actions to achieve aim/objective	Update on Progress 2006-2007	Status of Action (Completed, Ongoing, Not Started)
Good practice in providing information in range of formats and translated information can be extended	Increase accessibility of information for parents who have additional needs in language or literacy	<p>Incorporate sound into website</p> <p>Written and auditory translations of information available from home page</p> <p>Complete and circulate translations of Service leaflets.</p>	<p>Auditory info available on web in English and Mirpuri. Written translations of info available. All translated info circulated to schools and appropriate groups</p>	Completed
Need to improve publicity regarding the formats of information available to parents	Increased awareness amongst parents and groups supporting parents of the Service, range of information and formats available	<p>Publicise range of formats and translations available via web, displays and information flyers. Ensure examples available on all displays.</p> <p>Establish links with community groups to increase access e.g. REMA, Sure Start Dad's Group and worker</p>	<p>Info that flyers are available in other languages included on PPS flyers. All translated info circulated to schools and appropriate groups.</p> <p>BME Disabled Parents Group included in Inclusion Parents Forum</p>	Ongoing