SC0 10498, a SCIO
9 Lawton Road Dundee DD3 6SZ
support@ddcaok.com
www.ddcaok.com
01382 826888

Evening Family Groups at DDCA

These groups provide a safe, fun, relaxed, and supportive environment where parents can play and bond with their children and meet other families.
To ensure the best experience for our families, these are not "drop-in" groups. We limit attendance to approximately 10 families per group to maintain a calm and accessible atmosphere, in line with family feedback.

- **Monday, Tuesday, or Thursday evenings:** 6.00 pm – 7.30 pm.
- **Duration:** One evening per week for up to two years (or until the child turns 18).
- **Cost:** All activities are free of charge.

Eligibility Criteria

To be considered for a space, the following must apply:

- **Age and eligibility:** The child must be between 5 and 16 years old and have a formal diagnosis of a physical disability, and/or a formal diagnosis of a learning disability, and/or a formal diagnosis of autism (written confirmation may be requested during registration). To ensure every family gets a full two-year placement with us, we only accept new applications for children aged 5 to 16.
- **Supervision:** Although we might have volunteers working alongside our two part-time staff and either our manager or assistant manager, parents remain fully responsible for the safety, care, and support of their child during these groups (including personal care). **To keep the group calm and provide enough space for everyone to play, any space offered is for one child and one parent. If you need to bring siblings, please contact DDCA first.** If space allows for siblings, please aim to bring an additional adult for each extra child if you can. We understand that some parents have no choice but to bring siblings.
- **Safety:** DDCA operates a "No Restraint or Holding" policy. We cannot offer spaces to children who require "Safe Spaces" or "CALM holds."
- **Group Environment:** To keep our groups safe and supportive for everyone, DDCA reserves the right to decline or withdraw a placement if a child's care needs exceed what our team can safely support, or if a child, parent, or family member's behaviour impacts the safety, harmony, or well-being of the group.

How We Allocate Places

Because demand is often high and spaces are limited, we're afraid we cannot guarantee a place for everyone who applies. When a space becomes available, places are allocated at the discretion of our Management Team based on the information provided to ensure the right balance for the group, considering:

1. The specific nature of the child's disability, and the needs and circumstances of the child and family based on the information you have provided.
2. The current dynamic of the group to ensure it remains a safe and supportive environment for all.
3. The level of need for this specific type of group.

How to Apply

If your child meets the criteria and you would like to be considered for a space, please complete and return the attached registration form. We will acknowledge receipt of your form, inform you if you meet the criteria based on the information you have provided, and contact you if a suitable space becomes available. We also have a list of other support and funding ideas on our website.

SC0 10498, a SCIO
9 Lawton Road Dundee DD3 6SZ
support@ddcaok.com
www.ddcaok.com
01382 826888

Child's Details:

- Full Name: _____
- Date of Birth: _____ (Please Note: New applications are for ages 5-16)
- School: _____

Parent Details

- Name of Accompanying Parent: _____
- Address: _____
- Telephone: _____ Email: _____

Nature of Formally Diagnosed Disability:

[ ] Physical
[ ] Learning Disability
[ ] Autism (Diagnosed)
[ ] Other (such as a genetic condition that might currently not be diagnosable but causes a physical and/or learning disability and/or autism. Please provide brief details below):

_____
_____

Does the child use a wheelchair? [ ] Yes [ ] No

Tell us about this child:

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

How does the child cope in a group setting?

_____

_____

_____

_____

_____

Please describe **any behaviour that may be challenging** (frequency, nature, and severity). This doesn't mean we won't consider offering a space, but it depends on the frequency, nature, and severity of the behaviour. We understand that children can go through changes at any time. Please be as honest and specific as possible and continue on a separate sheet if necessary.

_____

_____

_____

_____

_____

_____

_____

_____

Does the child cause harm to themselves or others? If so, in what way and how frequently?

_____

_____

_____

_____

Do you have transport? [ ] Yes [ ] No

Does this child attend any other clubs or group? If so, which ones?

_____

If different from above:

Referred by_____

Referrer's contact details_____

By signing this form, I understand and accept:

- DDCA reserves the right to stop anyone attending at any time if we feel we can't safely meet an individual or family's needs or if anyone acts in an aggressive, violent, intimidating, or confrontational manner towards anyone else attending.
- If we do not attend for two months without notice, the space will be reallocated.
- DDCA has a "No Restraint or holding" policy and cannot offer a space to anyone who requires a "Safe Space" or "CALM holds" .
- Data Consent: I consent to DDCA retaining this information to assess suitability for current or future groups. (You may of course request to be removed from our list at any time).

Signature: _____ Date: _____

Checklist for Parents: Evening Family Groups

Before sending us your registration of interest, please check that our group is the right fit for your family's needs:

- [ ] Is your child between 5 and 16 years old? We accept new applications aged 5 to 16 to ensure a full two-year placement before they reach 18.
- [ ] Does your child have a formally diagnosed physical disability, and/or a formally diagnosed learning disability, and/or a formal diagnosis of autism (or "other", such as a genetic condition, as described above)?.
- [ ] Can you commit to attending one evening per week (6:00 pm – 7:30 pm, excluding DDCA's set holiday dates) for the two-year placement?
- [ ] Are you able to remain on-site and take full responsibility for your child's safety, support, supervision, and personal care during the group?
- [ ] Do you accept our "No Restraint or Holding" policy and understand that we cannot offer spaces if your child requires a "Safe Space" or "CALM holds".
- [ ] Do you feel your child needs and would benefit from a small, quiet group setting (approx. 10 families) rather than a perhaps busier "drop-in" environment?