



Lewisham Parent and Carer's Forum—Leemore Central Community Hub
Bonfield Road, Lewisham, London SE13 5EU—Tel: 075345 68020 —
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Registered Charity no. 1159533 in England

WE ARE LOOKING FOR NEW TRUSTEES

Organisation

Lewisham Parent and Carer's Forum is represented by a group of parent carers who have children or young people with a disability or additional need, living in the Borough of Lewisham. Our aim is to encourage parents and carers to participate and engage to get the best services for our children, working with the local authority, education, health and social care, together with support groups and universal organisations.

We work well with services in Lewisham. We visit nurseries, mainstream schools and special schools in Lewisham (on hold). We run a monthly drop-in service at Kaleidoscope Children's Centre (on hold), we run workshops/training on topics such as SEN Support, Preparing for Adulthood and EHCP. We provide monthly newsletters which are widely distributed. We have a very informative regularly updated website, Facebook group and Twitter. We work closely with services that support our children and young people and represent them at a strategic level.

Purpose of the Role

The role of a Trustee for Lewisham Parent and Carer's Forum is to oversee the aims and objectives of the charity. Trustees represent the parents and carers of children and young people with additional needs and disabilities in Lewisham.

Tasks/ Duties Involved

- To attend at least half of the Board of Trustees meetings in any one year, which are held every 6 weeks
- To read papers/documents/minutes relevant to meetings or consultations
- To attend at least half of our Parent Forum meetings, training, workshops in any one year
- To attend meetings/consultations with the Local Authority/Health Service/Voluntary Organisations and to provide feedback (feedback form is provided)
- To attend training or information sessions
- To talk to other parents about their experiences and feed these back to the Parent Forum
- To inform parent carers about the Forum
- To volunteer support to the PPO – office-based support

NOTE: Reasonable expenses will be covered

Skills Required

To live in Lewisham

- Ideally to have a young person with additional needs or disability, but not essential
- To be a good listener
- To take the general views & experiences of other parents and raise them at meetings & consultations
- To participate & prepare for meetings, reading papers, listening, asking questions & making comments
- To be fair and unbiased
- We are all inclusive and we do not tolerate discrimination of any kind towards anyone
- Willingness to work as part of a team
- As a Trustee of the Parent Forum you will be representing the parents and carers in Lewisham and therefore you will be accountable for what you say and do
- Trustees must not take their personal issues for discussion when representing the Parent Forum

Where and When

- Leemore Community Hub, Lewisham – work from home
- 12-16 hours per month term time only, with occasional emails during holidays.

Application Process

To register your interest please contact Sue Stocks at info@lewishamparentcarer.org.uk or on 07534568020. Please provide a brief letter/email saying something about yourself and why you would like to be a trustee. Also, do you have a particular skill that you can bring to the Parent Forum?