

Base Information



Day Opportunities Service



There are some important things that you need to know about The Base



The Base is a safe place where people with learning disabilities can go to relax, meet their friends and go out and about in their local town.

The Day Opportunities Service wants service users to help to run The Base. This means the service users will help to make decisions about what happens at The Base.



Service users who go to The Base should have low support needs. This means that they should be able to do a lot of things by themselves.



It is up to Named Workers to refer service users to The Day Opportunities Programme. The Named Worker might be someone like a social worker or nurse.

18 +

Named Workers can only refer service users with a learning disability who are 18 years old or over.



The Named Worker will let the Day Opportunities Team know what help and support the service user will need at the Base. This might be things like epilepsy or communication plans. The Named Worker will make sure that any support plans are attached to the referral form.



The Named Worker will make sure that the person that is being referred wants to go to The Base and wants to join in with the activities at the Base.



The Named Worker will make sure that the service user who is being referred is able to go to places like cafes, libraries or leisure centres by themselves.



Service users who go to The Base should be able to travel by themselves. This means that they should be able to use public transport like buses without any help.



Where possible service users should live near The Base which they are being referred to.



One Base Coordinator will work at each Base. The Base Coordinator will help the service users at The Base. Other people such as volunteers might also help out at the Base.



The Base Coordinator will help to plan activities which suit the support needs of all of the service users. The Service Users who go to The Base will also help to plan activities.



There might be different numbers of service users at The Base at different times. There will be up to 12 service users at The Base.



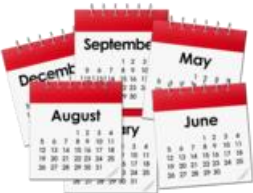
Each service user will go to The Base for 1, 2 or 3 days each week



The Day Opportunities Coordinator will write a 'Base Plan' for the service user before they start at The Base. This will be written using the information that the Named Worker gave when they referred the service user. The Base Plan is all about the service user and the help that they might need.



The Base Coordinator will also make sure that they talk to the Named Worker, the service user, their family and the Day Opportunities Coordinator when they are writing The Base Plan.



Service users will be offered a 3 month trial period at The Base. This means that the Base Coordinator and The Day Opportunities Coordinator will keep an eye on things to make sure that things are going OK.



The Day Opportunities Coordinator will tell the Named Worker how things are going.



Sometimes The Base is not the right place for people to go. This might be because they need a lot of help or support or if they cannot travel by themselves.



A group of people called the Day Admissions Panel will think about whether The Base is the right place to go. If The Base is not the right place then somewhere like an adult centre might be better for the service user.

Please sign to say that you have read or understand all of the information above

Applicant:

Named worker:

Parent/carer:

Day Opportunities Coordinator:

Base (Drop-in) Coordinator:

Date:

