

Healthy Parent Carers' Working Group Meeting

26th November 2020 10:30am

Meeting Notes

Attendees:

Family Faculty: Mary, Ian, Kate, Claire, Julie, Sharon, Ursula, John, Faye, Annette, Jane, Kevin

PenCRU: Bel, Alice, Annette, Fleur

Overview:

- PenCRU updated the group on the stage of the project
- Sub-groups to help online delivery transition process
- Trialling of HPC programme activities in online format

Trial Ice breaker activity: *Would you rather?* Positive feedback generally but check questions beforehand and use in early stages of programme.

Project Update: We are modifying activities to making them work online. Adapting the programme to online learning is a lot of work. Benefit is that online can reach a whole new audience. Charities have their own expectations and budget constraints. We are hoping to get charity commissioners on board so more charities can deliver it. Important to keep to the original core principles as it transfers online. We will be testing it to make sure the essence of it remains. Some activities may not be possible logistically. Online presents a big opportunity as people can more easily attend meetings. Many people are becoming more familiar with online learning.

Sub-groups:

1. People who have delivered the programme already to help modify the activities
2. Trying out the tech on different devices
3. Testing of the delivery to those who haven't experienced the programme at all

Bel will email the group asking for volunteers and outline the time commitment.

Which platform to use: Google Meet or Teams have live captions- good for people with hearing issues or poor computer sound quality. Charities have a preference for Zoom because of the functionality and number of participants. More people are now familiar with Zoom.

Length of meetings: An hour without a break is long. Permissions given at the beginning to: stretch, go for a toilet break, modelling it yourself as the host. The original programme allowed for this as there are natural breaks, so important to transfer to the online programme.

Groundrules: Put in place at start including online safeguarding, and also noting that the Zoom Chat may be saved, so is not private.

Trialling of Different ways of scribing to capture discussions:

Flipchart: We initially tried Mary using a flipchart and being 'spotlighted'. But decided we need to see the leader of the session as well as the scribe and the other participants. If not spotlighted and in gallery view the flipchart is really small. It was also noted that iPad controls are different. Using Spotlight with Speaker View is better, but still can't see all the participants. The document or

flipchart can be shared at the end of the discussion. Or just use one facilitator with Speaker View to speak and scribe using a thick black pen so visible.

It was important for the presenter to be able to see participants. Also for participants to see each other. Scribing felt more personal and participants felt listened to.

No scribing: Everyone agreed this was not a good option.

Whiteboard: Others can scribe on the whiteboard if they have the controls. It was distracting. Only one person liked it.

Sharing a Word document: Some found it distracting. Could show the document at the end and then email it. Better than whiteboard.

Overall consensus: Person scribing is most popular by far. We just need to make sure we decide on how the participants view it. The facilitator may have their own preference.

Bel and Annette both noted that this had been a very productive meeting and that we had all learnt a lot. Bel thanked everyone for their time and closed the meeting.