



# Towards Independence

# **Self-Advocacy**

Name:

# Contents

---

Welcome	1
Record Boxes	2
Tutor Notes	3
Record of Activities	4
Levels of Support	6
Section A: Talking and listening to others	8
Section B: Rights and responsibilities	10
Section C: Speaking up for yourself	14
Section D: Making decisions for yourself	16
Section E: Advocacy services	18
Section F: Being assertive and saying 'No!'	20
Section G: Knowing about meetings	22
Section H: Representation	26
Section I: Acting as secretary	28
Section J: Acting as treasurer	30
Section K: Acting as chairperson	32
Section L: Project	34
Module Review	36
Next Steps	37

This module has been developed as the result of collaborative work between ASDAN and practitioners delivering the Towards Independence programme. Our thanks go to all those who contributed to the development of these materials.

**DISCLAIMER:**

Personal information, photographs and videos of students and staff are classed as personal data under the terms of the Data Protection Act 1998. The use of such information as portfolio evidence for ASDAN Programmes or Qualifications will require centres to obtain consent from students, parents and carers. ASDAN does not pass on, or use in any way, materials provided by centres, unless given permission to do so for publicity or training purposes.

# Welcome

---

You are starting a module called

## Self-Advocacy

In doing the activities in this module you will be asked to:

- say
- show
- choose
- make things

You can say things by talking or signing, or by using any other means to let someone know what you want to say.

You can choose and show things by using:

- pictures
- digital recording
- other means
- photographs
- computer

or by telling someone else so they can write or do it for you. All the way through you can have as much help as you need.

As you complete each activity, you or your tutor can tick  the box shown alongside the activity and the corresponding box on the **Record of Activities** page.

When you have finished the module, remember to complete the **Module Review** and **Next Steps** at the end of the book.

# Record Boxes

At the end of each section you will find a page of record boxes:

This box can be used by your tutor to write an extra activity for you to do. This might ask you to practise some of the skills you have already shown, or it might ask you to do an extension activity.

This box can be used in any way to show your achievements throughout the section. It might also show what you need to work on next.

This box can be used to record your achievement by allocating a P level or other descriptor and subject area.

This box shows skills you have used well. These might be Basic Skills, Key Skills or other important life skills.

This box shows what sort of help you had.

This box shows where the work is kept in your ring binder (or other place).

The form contains the following fields:

- Activity: (with an optional label)
- Comments: Tutor/Supervisor/Learner (with an optional label)
- P level or other centre assessment tool: (with an optional label)
- Subject area:
- Level of support:
- Skills:
- Evidence ref:
- Verified by:
- Date:

Your tutor will sign and date these boxes when all the other boxes have been filled in.

# Levels of Support

---

Ask your tutor to talk to you about these:



**NH No Help** – you can do things on your own



**SH Spoken/Signed Help** – you are helped by someone speaking or signing suggestions to you



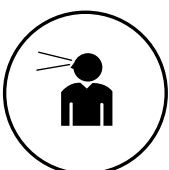
**GH Gestural Help** – you are helped by someone using hand signals or other gestural prompts



**PH Physical Help** – you are helped by someone holding you and/or helping you to move



**SE Sensory Experience** – you are given the opportunity of being involved through a sensory experience, e.g. hearing, touch, sight or taste



**ER Experience Recorded** – you are provided with an experience of the activity but are unable to take part

## Section A:

### Talking and listening to others

You will need to work with a friend to do these activities.



- 1 Share with a friend things that make you feel good and make you happy.
- 2 Look at your friend and think about why you like them.  
Choose one of the things you like and share it with them.
- 3 Listen to your friend share some things about themselves.  
List some of these things.
- 4 Show you know when people are listening to each other.
- 5 Share with a group something you really like doing.
- 6 Listen to someone else share something with the group.

# Section A:

## Talking and listening to others

**Activity:** optional

**Comments:** optional  
Tutor/Supervisor/Learner

**P level or other centre assessment tool:** optional

**Subject area:**

**Level of support:**

**Skills:**

**Evidence ref:**

**Verified by:**

**Date:**

## Section G (continued): Knowing about meetings

7 Take part in a formal meeting.  
(This could be shown using role play)

8 Show you understand what is meant by voting.

9 Show you have taken part in a group decision where voting has taken place.

10 Show what the group decided.



Sample



## Section G (continued): Knowing about meetings

Activity:

optional

Comments:

Tutor/Supervisor/Learner

optional

P level or other centre assessment tool:

optional

Subject area:

Level of support:

Skills:

Evidence ref:

Verified by:

Date:

# Section L:

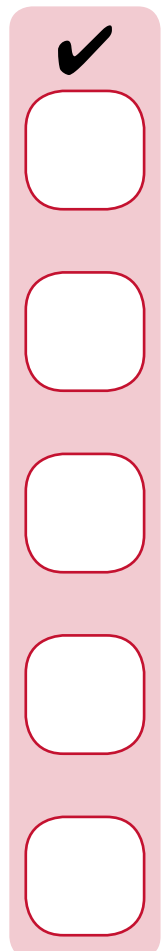
## Project

In this section you can choose your own activity.

Here are some ideas:

- A plan of your next steps
- A CV showing your achievements
- A visit to college
- Work placement
- Holding a key position in a formal meeting (chairperson, treasurer, secretary, other)
- Meetings in the wider community
- The job of a local councillor or MP
- Visit to Council Chambers or Houses of Parliament
- Other

- 1 Decide what your project will be.
- 2 Plan your project.
- 3 Make a list of the things you need.
- 4 Do your project.
- 5 Show what went well in your project.



A vertical pink bar on the right side of the page. At the top, there is a black checkmark. Below it are five empty rounded square checkboxes, each with a red border, arranged vertically.

# Section L: Project

**Activity:** optional

**Comments:** optional  
Tutor/Supervisor/Learner

**P level or other centre assessment tool:** optional

**Subject area:**

**Level of support:**

**Skills:**

**Evidence ref:**

**Verified by:**

**Date:**

# Next Steps

My next challenge:

Activities and modules that will help:

Who can help me and when:

Remember to record that you have completed this module and review on the **Record Page** in your **Starting Out** module.

Learner signature:

Tutor/supervisor signature:

Date:



Sample



TISM23/1

© ASDAN 2011, 2016, 2018

Wainbrook House, Hudds Vale Road, St George, Bristol BS5 7HY

t: 0117 941 1126 | e: [info@asdan.org.uk](mailto:info@asdan.org.uk) | [www.asdan.org.uk](http://www.asdan.org.uk) |   @ASDANeducation