

SPEAK OUT



Advocacy Project

Good Support for People with Learning Disabilities



Important things to people with learning disabilities ..

Making choices and being in control



My own door key

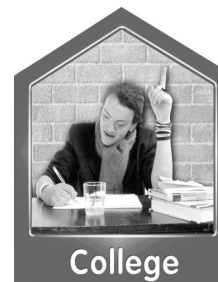
Being independent



Having the same rights as everyone else



Being included



The importance of **values** in supporting people with learning disabilities

- Empowerment: A shift in the balance of power so that
- people with learning difficulties can make their own decisions and take control of their lives

- Choice; Having access to a wide range of options, deciding for yourself which ones suit you best and having your choice respected

- Dignity: recognising and valuing people with learning difficulties as equal human beings with the same rights as every other citizen

- Individuality; Responding to and working with each person as an individual with his or her own unique personality, perspective and strengths

- Privacy; Ensuring that everyone is treated at all times in a manner which safeguards their dignity and does not expose them to any situations which might humiliate or embarrass them or cause them personal or emotional discomfort.

Taken from the values of the British Institute of Learning Disabilities.

Good Support for People with learning disabilities



Treat people with respect



Make sure your service is accessible to people with mobility difficulties



Ask the person. Don't make assumptions about what people can and can not do.



Make information simple and clear with pictures



Make it clear where and who people go to get more support



Give people time and space

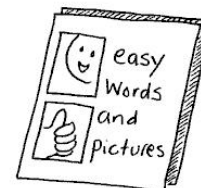


Make sure people feel safe using your service



How to make information more accessible to people with learning disabilities

Use easy words and short sentences with pictures.



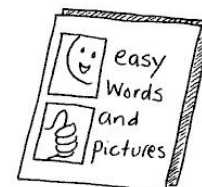
Use big typing at least 14 point. Arial font is clear.



Use bullet points or boxes to make points clear and well spaced. Try not to put more than 6 points on a page.

- Make
- points
- clear and
- well
- spaced

Use clear easy to understand pictures along side short sentences to help people understand what is written.



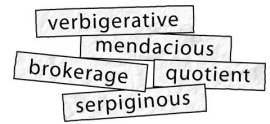
Record information onto audio CD or make a film which will engage people with learning disabilities.



If there is a lot of information like in a report, break it into chunks, have a summary page or an easy read version which says what the main points



Use an easier word instead of a more complicated one.



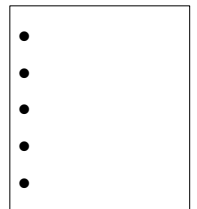
If you have to use a difficult word, explain it in a box at the side of the text.



Use examples from everyday life to explain difficult ideas and words.



Pick out the important facts.



Make forms clear and easy to understand.



Make sure the phone number is easy to find and big, so people can get more information to understand your service.



Make sure you reach people with learning disabilities by outreach to organisations who support this group and places where people go to.



Do not use capitals, italics or underlining - they all make the words harder to read

No CAPITALS

No *Italics*

No underlined

Highlight important words in bold

Use bold

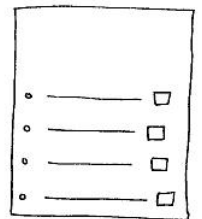
Do not break up words with a hyphen at the end of a line

Don't hyphenate!

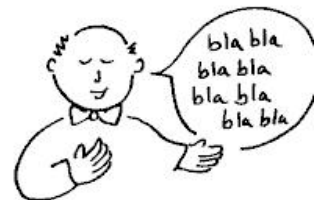
Always start and finish a sentence on the same page



Provide a clear contents list and section headings



Check that you are not using words only you can understand. No jargon and acronyms (initials used for words e.g. PCT). If you do really need to use jargon explain it.



Print onto yellow paper. This makes the typing stand out more for people with visual impairment.

Use yellow paper

Resources

Pictures and Photosymbols

- Google images
- Free picture banks
- www.photosymbols.com
- www.changepeople.co.uk

Useful websites

- www.brightpart.org.uk (social services: learning disability partnership board)
- www.bhspeakout.org.uk
- www.learningdisabilities.org.uk
- www.valuingpeople.gov.uk
- www.bild.org.uk
- www.mencap.org.uk

Speak Out

Speak Out supports 4 speaking up groups where people with learning disabilities to talk about issues that are important to them.

If you would like to contact staff or groups please email us on info@bhspeakout.org.uk or Tel: 421921