

## **SPARKS UK**

### **SPARKS guidelines & rules for members**

#### **Guidance for parents to be a member of SPARKS UK for getting support and help in developing their children with neurodiversity to be resilient**

1. How to become a member? Referred or recommended by known Sparks parent or professional and approved by Paediatrician
2. Why joins SPARKS? Aim of SPARKS it to empower both parents so they can work together in developing themselves first then their child to catch up in areas of developmental delay, gain life skills, become independent and resilient
3. How to join SPARKS? Complete the application form to agree and follow the rules of SPARKS
4. What can I benefit? Gain knowledge about your child's problem and find solution by attend training provided by parent leaders and paediatrician. You may be able to find out why your child's development is delayed, what extent (score like 3/10) and what can be done to improve
5. Is there any other specific thing I have to do? Set SMART goals to develop your child and work on achieving them. You will discover you and your family has all the power and love to develop your child than anyone else.
6. Is there are any important things my child needs to do? Bring your children to group activities. This is aimed at develop various areas of neurodevelopment using the concept of neuroplasticity in all the attending children and also help/support parents (Many parent don't understand the importance of neuroplasticity in developing foundation skills, such as attention, patience, eye contact and give excuse as difficult to travel or it is not table top learning activity or better to send the for paid service like swimming.
7. What to do if father is very busy to participate? You will learn from the training one of the reason for your child's developmental delay is inappropriate parenting by not knowing on how to do it properly by fathers. Father may think if he earns the money and leave everything else related to the child's development to mother. It is all about understanding the priority and importance of both parents to work together, by attend to learn regularly in the meetings & group activities. It would be beneficial for your child and others. Father's participation will help enormously in promoting your child's development to make faster progress and catching up missing skills.
8. Participate in celebration activities meant for families to develop wider skills in opportunity for performing and community connection
9. SPARKS training and activities are free, if any expenses come up for hiring a hall or celebration then cost will be divided among the parents to pay promptly.
10. Parents are responsible for their child to train them in following the rules with regards to accountability & rules are implemented with group leader and president of the committee. Once you read and signed the membership form, but if you failed to follow any of the mentioned rules and regulations causing disruption to the group you will be removed from the group. You have a choice to leave the group- please inform the leader when you do so. Thanks
11. Though SPARKS services are free and done by volunteers. There is a cost for those providing the service and they do it with love. It is a bad habit that people do not

value when things are given free. Please appreciate and use it according to your need, follow the guidance for your and child's benefit. It will take time to notice progress in your child & will be gradual and you need to be patient. There are no quick fix or magic in SPARKS. Please don't fall victim to exploitation to waste money/time on un proven treatment/intervention. Experienced parents are the best people to guide and support because they have lived experience to share.

### **Guidance for attending on line meetings for parents**

1. Plan on advance to attend so you will be prepared to learn, have note book to take notes, can ask questions without fear and contribute if you know the answers or say how you have done well.
2. Have your computer/tablet ready with Webex app downloaded. Using phone is not effective and will affect your learning and ability to develop your child
3. Punctuality is important, when participate in online meetings come on the camera. This shows that you are prepared to learn than multi task for fooling yourself and the trainer. You won't be able to learn effectively by listening and doing house work. It will be waste of time
4. Attending meetings and group activities regularly are very important. If you missed more than 3 sessions continuously without any valid reasons you will be removed from the group. You have a choice to leave (you can re-apply to join for learn when you are ready)

### **Group activity Guidance for parents**

#### **Aims to promote development in the following areas:**

Attention & focus, reduce impulsivity & hyperactivity, social interaction & communication, confidence & self-esteem, motor coordination & balance, sensory integration, emotional regulation (reduction in anxiety & anger), empathy & sharing, executive function, life-skills & independence, friendship & helpfulness, resilience and encourage strengthening special talents

#### **What is expected for parents to do at home on daily basis:**

1. Learn about the developmental skill/mile stone of required area so you know what is expected
2. Do self-assessment score (3/10) for each skill/function at current level with date, this will help to work effectively as a team in a focused manner
3. Target or goal (SMART) Example improve eye contact from 3/10 to 5/10 in a month
4. How they are working at home and social setting
5. Who are the people responsible and how they are going to contribute
6. Plan in advance, document as do list to show the leader /Doctor and implement as action

7. Review progress and document in journal as evidence for all to see the improvement and be happy. Practice gratitude and amazement by noticing and writing in the journal
8. If any doubts or question send as message in the group so others can help
9. Plan and arrange with other parents in the group for them to help your child in achieving the set goals and ready to help other children in the group

**Guidance/rules for good functioning and effect group (Breaking the rules to cause disruption to affect children's development and parent's well-being will lead to suspension from the group)**

**Punctuality-** Good planning and organisation so come on time for the group activities and participate in meetings. If you could not come to the group activity, at least inform 24 hour before with the reason, if any emergency just simply messages the leader as soon as possible. Attending training meetings and group activities regularly are very important. If you missed more than 3 sessions continuously without any valid reasons you will be removed from the group. You have a choice to leave ( you can re-apply to join back when you are ready for attend and learn)

**Confidentiality and privacy-** Whatever we discussed in the group should remain within the group, Parents should not take group photo to share in social media (group leader may take photo for record purpose and discuss with doctor) If you have any issues or concerns, talk to the leader and then we'll discuss it in the group and try to get solutions (no gossip of what happened in the group or bad mouthing of your misunderstanding to others)

**Maintain the health and safety rules all the time in the group activity.** No violence, aggression, bullying, harassment, hurting others or damaging things/property allowed ( if an incidence of rule violation happens parent is responsible to remove the person and train at home to gain the emotional regulation to follow the rules in the future. This should be developed and practiced on a regular basis at home so child don't make the same mistake at social settings)

**Welcome, introduction, reminding of rules and plan of activity** (maintain structure & routine)

**Respect each other's vulnerability, feelings and uniqueness of performance-** Acceptance, understanding, empathy, patience, tolerance and cooperation work together with co parents and cooperate with the leader, especially when the parents take turns to leadership.

**Responsibility: All the parents should actively contribute** in the group activities. Parents must take the responsibility to assist your assigned child and stay with that child to complete the activities smoothly (Please note the reason we swab children and parents to promote social skill development and break the negative habits between the child and

parents, which they may not appreciate negative impact on them and other children) .  
Parents are not allowed to stand at the back to be occupied with phone or chatting and preventing other parents from learning/participation

**Do the recommended activity** during the period of time, especially when the parents take leadership not to change activities when the child masters it, plan to add a new activity depending on the progress. Not to rush the child to do activity, give them more time to do the activity according to the child's need.

**Review, discuss about each child's / performance/progress** at the end of the activity (last 15 minutes). Give feedback or suggestions of improvement, train your child for giving gratitude by parents doing it so child can model it

**Guidance for parent/group leaders**

**Follow and implement the above guidance/rules**

Choose the activity based on developmental needs/ goal, child's strengths and weaknesses or challenge  
Make activates fun and enjoyable  
No need for parents brings snacks or sweetened drinks, encourage water or dilute fruit juice

**Make weekly report** of attendance, progress of parents/children and if any incidents to inform country leader on a regular basis. This will be used to make monthly/quarterly report to the doctor

**Support committee members** during any events, big function or requested by them.

**I acknowledge that I have read and agree with the rules and guidance as mentioned above.**

Father's Name:- .....

.....  
Signature

.....  
Date

Mother's Name:-.....

.....  
Signature

.....  
Date