

Structured Planning Session



How to Begin

There is no magic recipe for planning – each family will have a different style. The following structure is an example collected from the experiences of families over time.

1. Invite people in

Planning can begin between a couple planning for their child or formally in collaboration with others in their support network, i.e., as a circle meeting with siblings and extended family members. There are no rules but it's helpful to consider if it's a once off meeting or if your hope is for it to be ongoing.

2. Use a facilitator

Having a facilitator to get the planning off the ground can help guide the process. Facilitators can help the rest of the group concentrate on the discussion. The facilitator can also ensure that:

- The family is comfortable with the way the planning is done
- The planning remains focused on the person's whole life and is not limited to planning around the services in their life
- A record is kept of the planning so that the family can refer to and build on this planning in the future

3. Adopt a procedure

Because circumstances will determine a plan, the facilitator can lead the group through a series of steps toward identifying actionable goals. It is helpful to set aside time for planning and nothing else.

For example:

- a. Identify the expectations of the planning session. Try to focus on all aspects of life and prioritise them (i.e., accommodation, friendship, health, and wellbeing etc)
- b. Highlight the unique gifts and individuality of the person whose life is the focus of the planning
- c. Clarify your vision for the future
- d. Identify goals based on the vision and priorities
- e. List actions to begin to achieve these goals