

# Services Provided By



## Service Offer

CAAS are slowly resuming services at the Centre and have taken all necessary steps to ensure we can do so while keeping you, and our staff team, safe.

A key difference is that all sessions must be booked. There will be no ability to drop-in at the moment.

For now there will be a combination of physical and digital services so please read carefully.

Services are subject to change based on Government Guidelines.

# Centre for ADHD & Autism Support Key Personnel

## Trustee Board

Jan Berger	Chairperson
Kay D'Cruz	Acting Secretary
Ashwin Kara	Treasurer
Jane McLeod	Trustee
Debbie Bezalel	Trustee
Gabriella Eberhardt	HR Trustee

## Key Staff

Name	Role	Email
<b>Therese Glynn</b>	Director of ADHD Services	adhd@adhdandautism.org
<b>Lynne Laverty</b>	Director of Autism Services	autism@adhdandautism.org
<b>Rebecca Murphy</b>	Financial Controller	finance@adhdandautism.org
<b>Blaise McDonald</b>	Youth Services Manager	blaise@adhdandautism.org
<b>Helen Fleetwood</b>	Autistic Adult Service Lead	helen@adhdandautism.org
<b>Karen Crocker</b>	Lead Family Support Worker Youth Worker / Counsellor	karen@adhdandautism.org
<b>Rachel Walker</b>	Family Support Worker	rachel@adhdandautism.org
<b>Ciaran Feighan</b>	Youth & Family Worker	ciaran@adhdandautism.org
<b>Zeena Bishop</b>	Family Support Worker	zeena@adhdandautism.org
<b>Leigh Andrews</b>	Family Support Worker / Creche Supervisor	leigh@adhdandautism.org
<b>Sarah Haynes</b>	Family Support Worker	sarah@adhdandautism.org
<b>Sophia Tourabi</b>	Family Support Worker	sophia@adhdandautism.org
<b>Minoo Noor</b>	Specialist ADHD Coach / Family Support Worker	minoo@adhdandautism.org
<b>Tasneem Choucair</b>	Fundraiser	fundraising@adhdandautism.org
<b>Anna Atack</b>	Administrator	admin@adhdandautism.org

## Using Online or Digital Services

CAAS will be providing a range of services using different technologies during this time.

Support will be provided via:

**Phone:** Please get in touch via 020 8429 1552 and leave a message. One of the team will get back to you within 2 working days (as before the team are not available on the weekends outside of planned groups).

**Email:** New enquiries should be made via our [enquiries@adhdandautism.org](mailto:enquiries@adhdandautism.org) email. Staff e-mails for existing users are listed at the start of the services, and above each service listing.

**Text or WhatsApp:** Various members of the team will have access to CAAS mobile phones and may be able to provide support via Text or WhatsApp. Staff you are working with will let you know if this is an option they can offer.

**Webchat, Online Groups, Webinars:** via Zoom or Webex.

You can download the apps in advance here, or you can click the link and your web browser which will prompt you to download the app.

Apple IOS Devices:

Zoom: <https://apps.apple.com/us/app/id546505307>

Android Devices:

Zoom: <https://play.google.com/store/apps/details?id=us.zoom.videomeetings>

Download to Laptop or Desktop PC

Zoom: <https://zoom.us/download>

### **What you will need / how it will work:**

To access most of the services (excluding phone support) you will need a smart phone, computer/laptop and access to the internet.

You will be sent a meeting invite via text or email by the group leader. The group leader will walk you through the process to make it as easy as possible. It's a new way of working for all of us.

## **Things to Note:**

### **What we need from you:**

- Please try to be available at the agreed contact time – if the call is not answered at the agreed time the CAAS Worker will try again 3 further times within a 15-minute window.
- For video calls please ensure anyone attending the call is dressed as they would to attend a session/group at the Centre.
- For video calls please ensure you are in a quiet space with no personal or other items you would not like us to see visible in the background, ideally this will **not** be in a bedroom.
- For video calls consider using a headset/headphones if available to ensure privacy.
- Recording of sessions is not permitted. As with physical groups, our online sessions are a safe and confidential space for people to share. Anyone found to be recording sessions will be removed from the group and may be banned from further attendance.
- Where we are working with young people under 18, we will need consent from parents/carers. This will be organised by the member of the team you are working with.

### **Emergency Support**

Whilst CAAS are able to offer support we are not able to respond quickly enough to crisis and emergency situations. If you have **immediate concerns** about the health, wellbeing and/or safety of any member of your household please refer to the contact details below:

- NSPCC - <https://www.nspcc.org.uk/> - have a lot of tips, advice and support around the current Coronavirus pandemic including online safety and supporting your child's anxiety
- Childline - <https://www.childline.org.uk/> or 0800 1111 – offering advice and support for young people along with online games and distraction tools
- Papyrus is a UK Charity for the prevention of young suicide, which a phone line for young people and parents/carers on 0800 068 4141. For more information, visit: [www.papyrus-uk.org](http://www.papyrus-uk.org)
- Samaritans is a charity dedicated to reducing feelings of isolation and disconnection that can lead to suicide and provide support 24/7 on 116 123. For more information visit: [www.samaritans.org/](http://www.samaritans.org/)
- Kooth is a service for children and young people in the borough of Hillingdon which offering free counselling and support service. For more information, visit: [www.kooth.com](http://www.kooth.com)
- WISH Harrow support young people who are self-harming and attend a school in the borough of Harrow by providing support through our Safe2speak counselling service. For more information visit: <https://thewishcentre.org.uk/harrow/>
- The National Suicide Prevention Alliance is an alliance in England who take individual and collective action to reduce suicide. For more information, visit: [www.nspa.org.uk/home/our-work](http://www.nspa.org.uk/home/our-work)
- Shout is a 24/7 text service, free on all major mobile networks, for anyone in crisis anytime, anywhere. The number is 85258. For more information visit: [www.giveusashout.org/](http://www.giveusashout.org/)
- The Stay Alive app is a suicide prevention resource for parents/carers and young people, packed full of useful information and tools to help you stay safe in crisis. <https://www.prevent-suicide.org.uk/find-help-now/stay-alive-app/>

If there is immediate risk call 999

## Services for Families

### **Parent/Carer Support Group: Combined in person and online offer**

<b>When:</b>	<b>Wednesdays</b> Weekly Term Time	<b>Fridays</b> Weekly Term Time	<b>Evening Group</b> Third Monday of the Month
<b>Where:</b>	<b>TV House</b>	<b>Via Zoom</b>	<b>TV House</b>
<b>Time:</b>	10.30-11.45 – Session 1 11.30-12.30 – Session 2	10.30am till 12.30pm	7.00pm till 9.00pm
<b>Contact:</b>	enquiries@adhdandautism.org		

The support sessions are a great introduction to our services where you can meet the Family Support Team, find out about the help we can provide for you and your family, as well as being able to connect with other parents/carers in a similar situation.

Due to CV-19 requirements, for now, this will not be a drop-in session, places will have to be booked so we can manage numbers. Creche places must also be booked.

**You can let us know you'd like to attend the Weekly Wednesday or Monthly Monday group by emailing [enquiries@adhdandautism.org](mailto:enquiries@adhdandautism.org).** Please mark the subject as Drop In, give your full name, the date you'd like to attend, and whether creche is required. Confirmation of your place will be sent via email.

#### **The Zoom link for the Friday online session is:**

Join Zoom Meeting

<https://zoom.us/j/97953176410?pwd=YmJodk43a1FqS1RhNXhJQ1MxQmJldz09>

Meeting ID: 979 5317 6410

Passcode:331601

### **Closed Facebook Group**

The link to join is: <https://www.facebook.com/groups/adhdandautismsupport>

- Please read group rules before posting.
- The group is designed to give you the opportunity to share and gain support from other members.

## **One to One Appointments: Combined in person and online offer**

When: By appointment only  
Contact: enquiries@adhdandautism.org

- Support is available face to face, via email, phone, text or webchat.
- A service designed to offer help understanding or writing letters or completing forms.
- Appointments may also be booked for specific parenting / care advice, or for information on how to access help.

## **Sleep Support: Online Support Only**

When: By appointment only  
Contact: Zeena Bishop on zeena@adhdandautism.org

CAAS will be offering specialist support to enable parents to gain a greater understanding of how to support children with sleep issues. Support will generally be offered via email or phone.

## **Parenting Courses: Combined in person and online offer**

CAAS offer two specialist parenting courses. We will be offering courses to small groups at the Centre, whilst continuing to offer an online course for the time being.

## **Living with ADHD & Autism**

When: Five courses per year. Alternate daytime and evening  
Childcare: Crèche available for daytime courses by arrangement only  
Cost: £45 per person (£75 per couple)  
Contact: Therese Glynn on [adhd@adhdandautism.org](mailto:adhd@adhdandautism.org) for information or to book

- A supportive 10-week course designed to help parents deal with the different behaviours that can occur with a diagnosis of ADHD, autism or other co-morbid conditions.
- The course focuses on issues such as:
  - building self-esteem and effective communication with your children, as well as dealing with feelings (theirs and yours).
  - Problems with labelling.
  - Consequences.
  - Setting limits and boundaries.
  - Anger management.
- Both conditions are explained in-depth and parents/carers are provided an opportunity to work on difficult issues in a safe and supportive environment.

## **Understanding Autism**

When: Five times per year. Alternate daytime, evening and Saturdays  
Childcare: Crèche available by arrangement only  
Cost: £35 per person (£60 per couple)  
Contact: Lynne Laverty on [autism@adhdandautism.org](mailto:autism@adhdandautism.org) for information or to book.

- Understanding Autism is an 8-session course that focuses on understanding our autistic children and looking at how we can best support them.
- The course covers:
  - Introductory Session
  - Understanding Autism – an overview and an opportunity to learn from autistic adults.
  - Understanding Communication
  - Understanding Sensory Issues
  - Understanding Behaviour
  - Understanding and Managing Behaviour
  - Autism and the Family
  - Emotion Coaching and Self Care
- The course is best suited to those who have a new diagnosis or who are going through assessment for their child but is open to other parents/carers who want to gain a better understanding.

### **1-2-3 Magic – Managing Difficult Behaviour**

(a 4-week behaviour management course)

When: Two times per year. May be daytime or evening depending on demand  
Criteria: Parents with children aged 3 – 10 years  
Childcare: Crèche available by arrangement only  
Cost: £20.00  
Contact: Therese Glynn

- A four-session programme designed to give effective and well-researched ways to better support children to manage their behaviour.
- Helps to increase knowledge about what works and what doesn't, and to lessen feelings of frustration, resulting in better outcomes with less effort and stress.
- Based on 1-2-3 Magic by Dr Thomas Phelan.

### **Specialist Workshops – Via Webinar**

- Specialist workshops are held throughout the year. These will be offered via webinar for now and are accessible to parents / carers / professionals and ADHD/autistic individuals.
- Details are sent via email to members and are published on our website and social media.

# Services for Children and Young People

## Individual Support and Mentoring: Combined in person and online offer

When: Ongoing  
Criteria: Young people aged 11 (and in High School) - 25  
Contact: Blaise McDonald on blaise@adhdandautism.org

- The youth project aims to support young people with a diagnosis of ADHD and/or autism at difficult times in their life.
- Support will be available in person, via email, phone, text and webchat.
- Counselling for young people is available subject to referral criteria.

## Drama Therapy (Please note this is NOT open to external referrals)

Criteria: Internal CAAS Referrals Only  
Cost: £5.00 per session  
Contact: Therese Glynn

- Drama therapy is offered to children who may be struggling with their emotions, with anxiety, or with social interaction and offers them a safe space to explore those feelings.
- Our therapists use the Sesame method, which is child led and supports them in understanding their own needs.
- Our therapists are fully qualified and registered with the Sesame School in London.
- Families MUST be engaging with services at the centre before a referral will be made.

## WhyTry Programme (10 weeks) – In Person Service: Places must be booked

When: Twice Annually  
Criteria: Young people aged 12+  
Contact: Blaise McDonald

- WhyTry is a lively 10-week CBT based course designed to support young people in all areas of their lives. This is done through visual analogues, music and team activities.
- The course explores issues such as:
  - Peer pressure.
  - Decisions and consequences – making the right choices.
  - Building self-esteem and worth.
- The programme is taught in a way that is accessible to most learning styles and is very interactive making it popular with young people with ADHD.



## **CALMS Programme (6 weeks) – In Person Service: Places must be booked**

When: Twice Annually  
Criteria: Young people aged 12+  
Contact: Blaise McDonald

CALMS is a 6-week programme designed to help young people explore their differences and to learn to see the positives in having a diagnosis of ADHD or autism.

## **Young Persons Film Group – In Person Service: Places must be booked**

	<b>Group 1 (age 18-24)</b>	<b>Group 2 (age 14-18)</b>
When:	Monthly on a Friday	Monthly on a Friday
Criteria:	Age 18-24	Age 14-18
Cost:	£5 for takeaway / £15 Outings	£5 for takeaway / £15 Outings
Contact:	Therese Glynn / Karen Crocker	Ciaran Feighan

- The Film Group provides the opportunity to combine socialising and meeting new people, whilst learning social skills. Films are chosen to facilitate discussion around what they have seen. This is done in a relaxed environment whilst enjoying a take away.
- The group also go on several outings each year to the cinema, or to other relevant places such as the Film Museum or the Harry Potter Tour.

## **The Games Room / Film Club – In Person Service: Places must be booked**

When: Selected dates during the holidays  
Criteria: Young people aged 14 – 20 years with a diagnosis of ADHD and/or autism.  
Costs: Free but there is a Tuck Shop  
Contact: Ciaran Feighan

The aim of The Games Room is to encourage those with ADHD and Autism who find socialising difficult, but who enjoy film or games to come to our Centre to meet others in a relaxed and non-threatening environment. It is particularly aimed at those who are often reluctant to go out in the holidays or on weekends.

## **Girls Group – In Person Service: Places must be booked**

When: **2<sup>nd</sup> and 4<sup>th</sup>** Tuesday of each month from 6.30-8.00pm  
Criteria: Young women aged 11 (and in high school) – 16 years diagnosed with ADHD or autism  
Costs: Free  
Contact: Karen Crocker on karen@adhdandautism.org

The 'Girls Group' is a creative and nurturing space for young women. The group will aim to help the girls understand their diagnosis and learn strategies to help them manage. The format will be a mix of both discussion groups, where a topic is picked each month and the group focus is on that topic, and creative activities so there will be an opportunity to learn new skills, and to be in a social environment that feels more natural and less forced.

## **Therapeutic Siblings Group – In Person Service: Places must be booked**

When: Third Saturday of the month 12.00pm-1.00pm  
Criteria: Siblings age 10-12 (12.00-1.00)  
Costs: Free but places **MUST** be booked  
Contact: Ciaran Feighan

The monthly siblings' group will be designed to support siblings of children or young people with a diagnosis of ADHD and/or autism. The group, led by a therapist and facilitator, will give siblings an opportunity to gain understanding of the conditions so that they can better understand their brother or sister fostering better relationships. The group will involve a mix of talking and activities.

The younger group will resume after the October half term.

## **Lego® Therapy – Will Resume in the Spring Term**

When: Variable Dates – Members will receive emails  
Criteria:  
Costs: Free  
Contact: Blaise McDonald / Karen Crocker

Lego®-based therapy is a social development programme for young autistic people or those with related social communication difficulties. Young people work together to build Lego® models and through this have the opportunity to develop social skills such as turn taking, collaboration and social communication.

## Virtual Creative Club - In Person Service: Places must be booked

When: Third Saturday of the month 1.30pm till 3.00pm  
Criteria: Young People aged 8-12 diagnosed with ADHD or autism  
Costs: Free but places MUST be booked.  
Contact: Ciaran Feighan on [ciaran@adhdandautism.org](mailto:ciaran@adhdandautism.org)

The monthly Creative Club will feature creative activities such as music or art. The groups will enable those who face isolation a place to meet like-minded individuals in a place that feels safe, secure and accepting of difference. You may be asked to create something in advance to discuss and share during the session.



When: **Combined – In Person and Online Offer**  
Criteria: Young people aged 11-25 in Harrow.  
Costs: Free  
Contact: Blaise McDonald on [blaise@adhdandautism.org](mailto:blaise@adhdandautism.org)

**HeadsUp** is a specialist young people's mental health service provided by five local organisations; Mind in Harrow, the Mosaic LGBT Youth Centre, The Wish Centre, Paiwand and Centre for ADHD & Autism Support.

Each individual service has their own digital offer. Please see the HeadsUp website <http://www.headsupharrow.uk>.

**CAAS** will provide a mix of in person or virtual one-to-one mentoring session and small groups to help young people with a diagnosis of ADHD and/or autism build their resilience and learn mental health coping strategies.

CAAS will also be running a series of workshops for parents/carers. Further information and dates coming soon.

# Services for Adults

## Autistic Adult Services

### One to One Appointments – Combined in person and online offer

When: By appointment only.  
Criteria: Autistic Adults aged 25+  
Contact: Helen Fleetwood on [helen@adhdandautism.org](mailto:helen@adhdandautism.org)

A service designed to offer support with practical issues, such as:

- assisting to make phone calls to council/health/social care/education /housing/benefits/banks/utilities etc.
- filling in the forms and applying for benefits, including Access to work, Universal Credit, PIP, Health Cost Cards etc.
- help understanding letters or forms and responding to them.
- Create a plan of action and next steps to take.
- Creating a CV.
- Finding out what other services and organisations may be able to help you.

Support will be offered via email, phone, text or webchat.

Clients will typically access 6 support sessions

### Twice Weekly / Twice Monthly Drop-in for autistic Harrow Residents – Digital Offer

#### 1<sup>st</sup> and 3<sup>rd</sup> Full Week of the Month

When: Monday & Thursday 2 – 4pm  
Criteria: Harrow Autistic Adults (Diagnosed or seeking)  
Contact: Helen Fleetwood [helen@adhdandautism.org](mailto:helen@adhdandautism.org)

A twice weekly, twice monthly opportunity to check in and set appointments for further support with the following:

- assisting to make phone calls to council/health/social care/education /housing/benefits/banks/utilities etc.
- filling in the forms and applying for benefits, including Access to work, Universal Credit, PIP, Health Cost Cards etc.
- help understanding letters or forms and responding to them.
- Create a plan of action and next steps to take.
- Creating a CV.
- Finding out what other services and organisations may be able to help you.

## **Book Group for autistic adults: Online Only**

Organised and facilitated by Janet Gothelf - [janet.gothelf@clearer-perspectives.com](mailto:janet.gothelf@clearer-perspectives.com)

When: Every 4-6 weeks on a Wednesday afternoon  
Criteria: Adults with (or who are seeking) a diagnosis of autism  
Contact: Janet Gothelf – contact prior to attending

- In the virtual book group, we discuss a book chosen by one of the group. The resulting conversations are wide-ranging and stimulating.
- Books are provided at cost or can be download or audio if you prefer.

## **“Write what you want” Group for autistic adults: Online Only**

Organised and facilitated by Janet Gothelf - [janet.gothelf@clearer-perspectives.com](mailto:janet.gothelf@clearer-perspectives.com)

When: Every 4-6 weeks  
Criteria: Adults with (or who are seeking) a diagnosis of autism  
Contact: Janet Gothelf – contact prior to attending

- Creative writing is a safe space to explore writing in a non-judgmental and supportive setting.
- For some it is the first time they have tried putting down ideas in story, prose or poetry. Others have enjoyed creative writing for a long time.

## **Women’s Forum: Online Only**

Facilitated by Karen Crocker or Janet Gothelf

When: On the 1<sup>st</sup> Tuesday of each month from 7.00pm till 9.00pm  
Criteria: Adult women with (or who are seeking) a diagnosis of autism  
Contact: Helen Fleetwood on [helen@adhdandautism.org](mailto:helen@adhdandautism.org)

- The group is an open group for women who are autistic or who think they might be on the autism spectrum.
- The aim of the group is to provide a safe, non-judgemental forum for women to share their thoughts, experiences and ideas. You may participate actively or passively: you can involve yourself in group discussion or simply listen to what other women have to say.
- One topic is selected for discussion each month and advance notice of can be provided to those who wish to know.

## **Virtual Therapeutic / Discussion Group**

Facilitated by Janet Gothelf

### **Age 25+**

When: 3<sup>rd</sup> Tuesday of the month  
Criteria: Autistic Adults (Diagnosed or seeking)  
Contact: Helen Fleetwood

- The group will meet monthly for a virtual therapeutic discussion group that will take place from 7.00pm till 9.00pm. This will allow a space where individuals can discuss any issues in their lives, their worries and anxieties in a safe, non-judgmental environment. It may be discussions around friendships: how to meet other people; stay on a topic of conversation; pay attention or express one's feelings or emotions. There may also be discussions around employment, how to apply for a job, perform well in an interview, or maintain employment. Discussions will be based on issues that impact on their lives on a daily basis as well as celebrating the successes.

## **Gaming Group**

Facilitated by Helen Fleetwood

### **Ages 18+**

When: Dates to be confirmed (Starting October 2020)  
Criteria: Autistic Adults (Diagnosed or seeking)  
Contact: Helen Fleetwood – [helen@adhdandautism.org](mailto:helen@adhdandautism.org)

- The group will meet monthly and develop a gaming community driven by the members.
- The group will ideally build a social and gaming community through developing and building a Gaming Group Brand, creating video content for Youtube reviews of games we are currently playing and interested in, also creating and developing a group Twitch channel which to generate an income for the Gaming Group, these funds will go towards developing the group and outings related to the gaming community such as Comic Con/Gaming Café's.
- We will create a Discord Server for our Gaming Group, and will look to eventually develop a Gaming for Parents Course to educate parents on the benefits of gaming for the autistic community – this is in response to the concerns that parents and care-givers have of the impact of gaming.

## **Partners, Parents & Supporters of Autistic/ADHD Adults Drop in Group: Online**

When: On the 1<sup>st</sup> Monday of each month from 7.00pm till 9.00pm (excl Bank Holidays)  
Criteria: Parents and Partners of Adults with a diagnosis or ADHD or autism  
Contact: Helen Fleetwood – helen@adhdandautism.org

- The drop-in sessions are a great introduction to our services where you can meet the Adult Support Team and find out about the support we can provide for you and your family.
- Open to parents, carers and partners of autistic adults and offers the opportunity to meet other parents and partners in a similar situation.
- Members of the team will be online to facilitate the group. The opportunity to have a private chat with staff will be available for short periods of time during the session.
- Email helen@adhdandautism.org for the meeting links and group rules.

## **Adult ADHD Services**

### **One to one support – Combined in person and online service**

When: Ongoing – Digital Offer  
Criteria: Adults with a diagnosis of ADHD or who suspect they have ADHD.  
Contact: Minoor Noor on adultadhd@adhdandautism.org

The adult ADHD Service provides specialist mentoring for adults with diagnosis of ADHD. Support will be offered via email, phone, text or webchat.

### **Adult ADHD Evening Group – Online Service**

When: Held on the second Monday of each month from 7pm till 9pm  
Criteria: Adults with a diagnosis of ADHD or who suspect they have ADHD  
Contact: Minoor Noor / Emma Cooper on adultadhd@adhdandautism.org

The adult ADHD group provides a safe and non-judgemental environment for adults to come and explore what it means to have a diagnosis of ADHD, and to get help and support with issues arising in their everyday lives.

## **Adult ADHD Daytime Group – Online Service**

When: Held on the fourth Tuesday of each month from 3.00pm till 5.00pm  
Criteria: Adults with a diagnosis of ADHD or who suspect they have ADHD  
Contact: Minoor Noor / Graham Harris on [adultadhd@adhdandautism.org](mailto:adultadhd@adhdandautism.org)

The adult ADHD group provides a safe and non-judgemental environment for adults to come and explore what it means to have a diagnosis of ADHD, and to get help and support with issues arising in their everyday lives.



## Our Funders

CAAS would like to acknowledge all of our funders for their on-going support allowing us to continue to provide much needed services to our clients. Without your support it would not be possible to continue to fund our experienced staff team and provide the diverse range of services that we do. **Thanks, in 2020/21 go to:**

National Lottery Community Fund: Reaching Communities

BBC Children in Need

Harrow Council

Harrow CCG

City Bridge Trust

Comic Relief

Hillingdon Council

Sisters of the Holy Cross

The Big Give (inc The Childhood Trust)

Royal London

