

Group Facilitator checklist



Workshop One

Items required for the session

Do you have?	Yes	No
List of attendees and relevant contact numbers		
Key for venue		
Radio or some way to play music		
Flip chart stand or sticky stand up flip chart		
Flip chart paper and marker pens		
Folders or boxes for young people's handouts		
Refreshments (drinks and snacks)		
Sticky name labels		
Attendance form/signing in sheet		
Pre & post scaling tools (MEH scale and/or Tree)		
Weekly post group evaluation forms		
Blank paper and felt pens/pens		
Square sticky notes		

Handouts:

Adolescent well-being scale – pre-evaluation		
Pebble bridge visual on flip chart (Introduction session)		
Brain puzzles (have a small prize if budget allows)		
Plasticine for brain making (optional)		
Laminated brain 3D pictures for plasticine brain making (optional)		
Large Brain picture and brain region cards		
Rice brains (optional).		
Fruit for brains (optional)		

Workshop One

Items required for the session

Do you have?	Yes	No
Brain game quiz (have a small prize if budget allows)		
Brain game quiz pictures, number cards & answers		
Statement questions and answers		
Two signs - True and False		
Photos of body piercings, extreme sports, smoking etc for risk taking activity		
Four signs, very risky, quite risky, a few risks, no risks		
Brain handouts		
Feelings wheel		

Workshop One

To do activities

Do you have?	Yes	No
Write agenda on the flipchart/board	☐	☐
Welcome activity	☐	☐
Housekeeping	☐	☐
Welcome and introductions	☐	☐
What is teen FLASH	☐	☐
Group agreement/rules/ manners WRITTEN UP (with potential to enhance what's already been discussed due to reflections of group and also to include new attendees' ideas)	☐	☐
Overview of teen FLASH workshops	☐	☐
Adolescent wellbeing scale – pre-evaluation	☐	☐
Pre & post scaling tools (My mood scale and/or Tree)	☐	☐
Common feelings Written up – so you can add to the work from the introduction session.	☐	☐
Personal goals or best hopes	☐	☐
TEEN Brain development – Various activities	☐	☐
Brain puzzle	☐	☐
Brain game quiz	☐	☐
Risk taking behaviour – what is normal and what is excessive?	☐	☐
Risks V Reward	☐	☐
Risk line	☐	☐
Is self-harm risk taking?	☐	☐
True/false activity	☐	☐
Weekly post group evaluation forms	☐	☐

Reminders from the introduction workshop:

Ensure that you have up on the wall on a flip chart or similar the list of alternative ways of coping that the young people came up with during the Introduction workshop
- this should be added to each week as ideas filter through.

Return to any of the myths/facts that were left unanswered from the Introduction workshop
- young people will remember this. So be sure to do your research 😊.

Notes from workshop one

it is advisable to use this space to jot down the groups likes/dislikes
e.g., strawberries dipped in chocolate, crystals, fans of horror films, favourite drinks
(avoid energy or caffeine drinks) etc.

