



## Introduction Form (Referral Form)

Please complete this form to refer a young person to our VIP (Valued Individual Person) or 1:1 Life Coaching / Mentoring services & email to [info@ruffandruby.com](mailto:info@ruffandruby.com). Please note young people MUST be 13+.

<b>Date of referral:</b>	<b>Service Required: (delete as appropriate)</b>  VIP life lift/ Re:Vamp / Life Coaching (girls) / Life Coaching (lads) (please see last page for details of each program)
<b><u>Details of person/professional making referral</u></b>  <b>Name:</b>  <b>Referral Agency / Relationship to Young Person:</b>  <b>Email:</b>  <b>Tel:</b>	<b><u>Details of Young Person</u></b>  <b>Name:</b>  <b>Address:</b>  <b>DOB: (must be 13+)</b>  <b>Gender:</b>  <b>Contact Tel:</b>  <b>Email:</b>  <b>School/College/education placement/NEET:</b>
<b>Reason for referral (this must include a brief description of the background &amp; needs of the young person):</b> (continue on separate sheet if necessary) N.B: referrals to VIP (life lift or Re:Vamp) are for a short term practical infusion of kindness & the young person MUST be in poverty or deprivation. Please see the VIP info page on our website before making the referral.	
<b>Please tell us any other relevant information:</b> (continue on separate sheet if necessary)	

The following must be completed for the referral to be valid. Thankyou.

### Multi-agency support

**If the young person has a social worker or any other involvement with professional agencies [e.g. youth offending worker, mentor, psychologist] please state name, role & contact details below. Ruff & Ruby are committed to sharing information with other professionals on a need to know basis.**

N.B: If a young person is currently involved with any therapeutic interventions such as with CAMHS we will not be able to accept their referral to life coaching until the end of their programme.

**Name:**

**Tel:**

**Email:**

**There are no agencies involved with this young person**

Here at Ruff & Ruby we take privacy seriously and will only use personal information to provide the services you have requested/have been referred for/ are giving permission for.

From time to time we may need to contact you with details of programs and services you have requested/have been referred for/ are giving permission for. If you consent to us contacting you for this purpose please tick below to say how you would like us to contact you.

We may also find necessary to pass your details on to other agencies/professionals that specialise in more focused areas of need so that they can contact you about support and the services that they provide. If you consent to us passing on your details for that purpose please tick below to confirm.

Professionals:	Young Person (under 18y):	Parent / Guardian:
<b>I agree for my data to be stored and passed on if necessary</b> <input type="checkbox"/>	<b>I agree for my data to be stored and passed on if necessary</b> <input type="checkbox"/>	<b>I agree for my data to be stored and passed on if necessary</b> <input type="checkbox"/>
<b>You may contact me via:</b> <b>Email</b> <input type="checkbox"/> <b>Telephone</b> <input type="checkbox"/> <b>Text message</b> <input type="checkbox"/>	<b>You may contact me via:</b> <b>Email</b> <input type="checkbox"/> <b>Telephone</b> <input type="checkbox"/> <b>Text message</b> <input type="checkbox"/>	<b>You may contact me via:</b> <b>Email</b> <input type="checkbox"/> <b>Telephone</b> <input type="checkbox"/> <b>Text message</b> <input type="checkbox"/>
Signed: Date:	Signed: Date:	Signed: Date:

## **Program Details**

### **VIP**

The VIP program is focused on providing **intentional acts of kindness** for disadvantaged young people in Stoke on Trent. The program has two facets- Life Lifts and Re:Vamps.

#### ***-VIP: LIFE LIFTS***

This includes new experiences 'with purpose', such as afternoon teas and Serenity Farm that foster social mobility and develop transferable life skills and social awareness. These also include health and wellbeing activities and personal hygiene care, such as nails, hair, or barbering. The program is tailored to the young person and their needs, and will help the young person to realise that 'THEY MATTER'.

#### ***-VIP: RE:VAMP***

Re:Vamp is a **bedroom makeover** project for young people living in poverty or other disadvantaged circumstances. Our team will complete a cosmetic makeover of a young person's bedroom, including decorating, providing new furniture if necessary (e.g. beds, wardrobes), and providing soft furnishings and accessories (e.g. bedding, curtains, cushions etc.). Please note we do/will not undertake any structural work within the rooms, if any structural issues are discovered during the makeover this will be reported back to the family, but it is the responsibility of the family to ensure that their property is structurally sound.

### **Lil' Gems (girls) & Ruff Diamondz (lads) 1:1 Life Coaching**

Life coaching is a 6-8 week **solution focused** program aimed at assisting a young person in identifying a preferred future instead of focusing on the past, which some counselling models adopt. The sessions tackle issues that young people deem important to them, and are on a 1:1 basis with our life coaches (same identified gender) and will take place within the young person's education setting. Life coaching is not a therapeutic intervention- it is not a replacement for CAMHS or any other specialist mental health services.