

The following inventory identifies current levels of self-help and Independence skills/ Preparation for Adulthood.

- IND = Can do independently
- OP = Needs Occasional Prompting
- WS = Need continual Prompting or with support
- CD = Can't Do
- WD = Won't Do

Advice from ..... Date.....

Category 1: Personal Appearance and Hygiene	IND	OP	WS	CD	WD	Notes
<b>Basic</b>						<b>Notes</b>
Can dress self, including underwear socks in a reasonably acceptable fashion						
Can tie shoelaces						
Can wash self appropriately						
Use soap, shampoo, deodorant, shaving cream and other common personal hygiene products						
Brushes teeth regularly						
Regularly changes clothing						
<b>Intermediate</b>	IND	OP	WS	CD	WD	<b>Notes</b>
Showers or bathes regularly (3-4 times a week).						
Keeps hair clean and presentable						
Dresses in reasonably clean clothing.						
Knows what clothes to choose for different occasions						
Knows what clothes to choose for different weather conditions						
<b>Advanced</b>	IND	OP	WS	CD	WD	<b>Notes</b>
Can read clothing labels and determine which clothes are to be dry cleaned, hand washed, and machine washed						
Can sort and machine-wash clothes using appropriate( i.e. temperatures amounts of soap, bleach, etc)						
Can dry clothes in a dryer using appropriate settings						
Can iron clothes						

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<b>Category 2: Food Management</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
<b>Basic</b>						
Washes hands before eating and preparing food						
Can make a cold drink						
Can make a hot drink						
can make a sandwich						
Can order in a cafeteria or fast food						
Can describe foods important for a healthy diet						
Knows name and use of eating /cooking utensils						
<b>Intermediate</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Can order a meal from the menu in a restaurant						
Can Make a breakfast for one						
Can make a lunch for one						
Can make a dinner for one						
Can make a grocery shopping list						
Can use cooking utensils effectively and safely (knives, grater, can opener, potato peeler)						
Can use kitchen appliances effectively						
Can use acceptable table manners						
<b>Advanced</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Stores perishable items properly in a fridge or freezer						
Recognizes signs of spoilage in food						
Can follow the instructions for preparing canned or frozen foods						
Can plan a weekly menu of nutritious meals						
Can set the table properly						
Can carry out a shopping trip (selecting items on the shopping list and paying the cashier)						
Can manage a budget of £25 to cook and prepare evening meals for a week						
<b>Exceptional</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Prepares recipes from a cookbook or online						
Can adjust recipes to feed more or less people than called for in the recipes						
Understands how to use dates on food packages to prevent spoilage						

Consistently prepares and eats a balanced diet						
Understands and can use unit pricing to comparison shop						

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<b>Category 3: Interpersonal Skills</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
<b>Basic</b>						
Can respond to introductions and answer simple questions						
Can identify one friend						
Look others in the eye and shakes hands if other person offers						
Can ask for something from someone appropriately						
Can make "small talk" (face to face)						
Communicates with at least one person weekly						
Can identify feelings						
Can function in a small group (up to 7)						
Participates with peers in social settings in a house base						
Participates with peers in social settings in the community						
<b>Intermediate</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Can make appropriate introductions, including approaching others to introduce self						
Is aware of acceptable boundary issues when talking to others						
Is not harmful to others (verbally or physically) [Identify in notes]						
Can ask for help						
Can explain feelings						
Can identify relationships that may be hurtful or dangerous						
Can function in a large group (15+)						
Can engage in conversations on a range of subjects (not just personal interest)						
<b>Advanced</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Can identify personal strengths and needs (with assistance if necessary)						
Accepts invitations from others to be involved in social activities						
Make arrangements with peers for social activities						

Knows where to get help if unable to resolve interpersonal conflicts alone						
Has some ability to resolve conflicts with others						
Refrains from aggression as a means of solving interpersonal conflict						
Can develop a realistic plan with appropriate steps identified to achieve goals						
Can carry out plans with some assistance provided						
Can describe the "best possible" outcome if the goal is achieved and the "worst possible" outcome if the goal is not achieved						
Can describe the relationship between actions and consequences						
Avoids hurtful or dangerous						
Labels and expresses anger or other strong feelings appropriately, "talks out" problems						
<b>Exceptional</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Can develop and carry out a personal plan for goal achievement without supervision						
Can say "no" to a peer who is trying to persuade him/her to do something he/she does not want to do.						
Can anticipate , with limited input from others, what consequences might be associated with different choices						
Can close a relationship or say "good bye" in a healthy manner						

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<b>Category 4: Money Management &amp; Consumer Awareness</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
<b>Basic</b>						
Knows values of coins and currency						
Can make a transaction at a local store and count change						
Has an understanding of the difference between "luxuries" and "necessities" in food, transportation, clothing, and housing						

Understands the difference between "sale price" and "normal price"						
Can identify one way to save money on purchases						
Understands the concept of saving						
Can manage their own money						
<b>Intermediate</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Can open a bank account.						
Can take money out of a cash dispenser (ATM)						
Can monitor withdrawals and make deposits in a bank or online						
Can budget an allowance to last for a week . (Shows some understanding of the concept of saving)						
Knows how to use coupons/vouchers for special offers from newspapers, maqazines or online						
<b>Advanced</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
With assistance can make a monthly budget plan covering regular expenses for independent living						
Shows some "sales resistance" to "something for nothing" advertising and "low weekly pavement" credit plans						
Can read monthly bank statements (or online), compare balances, make adjustments as necessary (deduct service charges, checkfees, adjust for differences in the balance)						
Can comparison shop using pricing 1nformation to get the best value for money						
<b>Exceptional</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Budgets for unanticipated emergencies, seasonal bills, etc.						
Understands buying on credit, loans, interest, and late payment penalties. Understands payroll deductions, taxes, insurance Can complete a short tax form						

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<b>Category 5: Health</b>	IND	OP	WS	CD	WD	Notes
<b>Basic</b>						
Can open childproof container						
Knows not to take someone else's medication						
Knows that drugs, alcohol, and tobacco may be harmful to your health						
Knows parts of the body and sexual functioning						
Knows how pregnancy occurs						
Knows how and where to get emergency health care						
Is cyber safe (understands risks associated with using the internet)						
<b>Intermediate</b>	IND	OP	WS	CD	WD	Notes
Can recognize and describe symptoms of colds, flu, and other common health problems						
Knows what to do for a minor cut						
Understands the risks of pregnancy and sexually transmitted diseases						
Understands the risks of drug and alcohol abuse and puts into practice						
<b>IND</b>	OP	WS	CD	WD	Notes	
<b>Advanced</b>						
Can take own temperature using a thermometer						
Can nurse self through cold or flu						
Recognizes/makes correct use of "over the counter" drugs for pain, stomach upset, diarrhea, fever, cold/allergy						
Can call a doctor or dentist or health clinic and make an appointment						
Can read a prescription label correctly and follow the instructions						
Can take medication without supervision						

Knows how to dispose of drugs in a safe manner						
Knows how to use what is included in a First Aid Kit						
Knows how to obtain a copy of personal immunization records and medical history						
Knows methods of birth control and how to obtain birth control devices						
Knows how to prevent the spread of sexually transmitted diseases						
Has selected a doctor, dentist or clinic for regular health care						
	IND	OP	WS	CD	WD	Notes
<b>Exceptional</b>						
Is conscious of diet, exercise, good eating habits, and other preventative health measures						
Can determine when to go to hospital and when to make an appointment with his/her doctor or clinic						
Has completed a first aid course						

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<b>Category 6: Travel</b>	IND	OP	WS	CD	WD	Notes
<b>Basic</b>						
Has offsite status in immediate locality outside the house base						
Has offsite status to local town and is not at risk when travelling						
Can walk to known destinations						
Can ride a bicycle safely						
Can travel safely on public transport						
Understands and uses seat belts						
Familiar with public transportation available buses/ trains to known destinations						
Knows the nearest public bus stop/train station to home/house base/college						
<b>Intermediate</b>	IND	OP	WS	CD	WD	Notes

Can read timetables and plan journeys						
Knows amount of money required for bus fare/train fare						
Can pay for ticket or purchase from ticket machine						
Has strategies to cope with unforeseen changes in journeys e.g. train delays or cancellations						
Can use a railcard						
Aware of consequences of driving without a license and insurance						
Has successfully completed driving theory test						
Knows how to call a taxi and provide information needed						
Knows the approximate cost of taking a taxi						
Can give directions						
<b>Advanced</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Can arrange routine transportation to work or school						
Knows what is required to get a driver's license						
Has a provisional driver's license						
Can fix a bicycle						
Can read a map						
<b>Exceptional</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Can make public transport journey						
Knows how to do basic car maintenance.						
Can estimate cost of owning and operating a car for a month/year						
Has passed driving test						

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<b>Category 7: Housekeeping</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
<b>Basic</b>						
Can wash dishes/pans adequately using soap and hot water						
Can dry dishes and put away in correct cupboard/drawer						
Can change a light bulb						
Can make a bed						
Knows how to dispose of rubbish						
<b>Intermediate</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Can use vacuum cleaner properly						



Can change bed linen (sheets, pillow, duvet cover)						
Knows how to prevent sinks and toilets from blocking up						
Knows how to clean windows , dust, polish furniture, clean toilet, clean bath and sink						
Knows appropriate cleaning products to use for different cleaning jobs						
Can use a dishwasher						
Can clean floors						
Can mop/wipe up spilled food and drink						
<b>Advanced</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Knows how to stop a toilet from overflowing						
Knows how to use a plunger to unstop a toilet or sink						
Can defrost the refrigerator/freezer , if necessary						
Can clean a cooker/oven/microwave						
Knows how to conserve energy and water						
Perform routine house-cleaning to maintain the home in a practical and clean state						
Uses drawers and cupboards appropriately for storage						
<b>Exceptional</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Knows what repairs a landlord should perform if renting						
Would be able to do minor household repairs						
Would be able to contact a landlord and request repairs						
Can change fuses or reset a circuit breaker						
Knows how to get rid of and avoid household pests (e.g. cockroaches, ants, mice, flies, fleas, wasps etc.)						

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<b>Category 8 : Education Planning</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
<b>Basic</b>						
Is able to access a mainstream college with support						

Has a realistic view of his/her chances of completing a college course based on his/her ability and skills						
Is able to take advice and guidance on appropriate level of course to study based on predicted grades						
Has sufficient study skills to attend college						
Has sufficient coping skills to attend college						
Has sufficient organisation and planning skills to attend college						
Has sufficient social communication skills to attend college						
Is able to meet college expectations on punctuality and attendance						
Is able to work towards deadlines to complete work						
Can attend a college residential/or go on college trips if required						
<b>Intermediate</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Can identify suitable courses in a college prospectus						
Can complete an application form to enroll in an educational programme						
Has a general idea of what education is needed for the job/career he/she wants to do						
Can discuss realistic educational/vocational plans with staff						
Is aware of educational resources available in the community						
Can attend and complete an interview satisfactorily						
Can research in libraries and on the internet/ intranet for relevant coursework materials						
Can use support technology if required e.g. voice activated software						
<b>Advanced</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Is aware of current educational grants and benefits available e.g. DSA						
Has an appropriate educational plan for the job/career selected						

Understands educational/skill requirements for job/career selected						
Is aware of the cost of higher education/vocational training						
Knows the difference between a loan and a grant						
<b>Exceptional</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Knows where to find and how to access adult education or vocational training in the community						
Understands future prospects and probable living standards relative to levels of education and specialised skills						
Knows how to obtain financial aid/scholarships/grants/bursaries for additional education						
Is able to apply for a university/ higher education course through UCAS						
Is able to attend university interviews						
Has the basic independence skills to make the step up to this level of study						
Would require support to access university studies						

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<b>Category 9: Job Seeking</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
<b>Basic</b>						
Is realistic about ability to hold down a job						
Has reasonable idea of the types of jobs available to him/her						
Knows what the minimum wage is						
<b>Intermediate</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Can fill out a standard job application form						
Can read job ads and understand terminology						
Can make appropriate contact in response to a job vacancy to progress application						
Can complete a mock interview giving appropriate answers to potential questions						

Can make appointment for a job interview						
Knows appropriate clothing to wear for the interview						
<b>Advanced</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Can write a CV/resume						
Has a completed portfolio of achievements and qualifications to take to interview						
Can use portfolio to talk about strengths, abilities and achievements						
Knows to prepare for a job interview						
Can complete a job interview						
Knows the function of and can contact/use public employment agencies such as jobcentres						
Knows what benefits are available e.g. jobseekers allowance and how to apply						
Knows the function of and can contact/use private employment agencies						
Knows the function of and can contact/use the disability employment agency						
Understands that private employment agencies charge fees						
Can identify job adverts placed by private employment agencies and knows where to look						
<b>Exceptional</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Has a CV/resume and is able to update independently						
Is able to maturely weigh the advantages of one job over another						
Understands legal discrimination and where to seek help if discriminated against						

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<b>Category 10: Skills to Maintain a Job</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
<b>Basic</b>						
Dresses for work appropriately.						

Reports to work on time and leaves work at agreed time						
Reports to work clean and with no personal hygiene issues						
Knows job responsibilities and how to complete job tasks						
Knows to contact employer when not able to go to work or if late						
Knows where and when not to talk with co-workers						
Knows appropriate conversations to have with co-workers						
Takes direction from employer or line manager						
Completes tasks to a required standard as set by employer						
Is safe in the workplace						
Is cooperative and flexible when asked to learn new tasks as part of a job						
Can get along with the people at work and knows how to behave appropriately						
Can communicate properly with customers and knows how to behave appropriately						
<b>Intermediate</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Know how to read a pay advice slip. (PAYE, NI, tax code etc)						
Knows appropriate way to talk to supervisor						
Knows what behaviours will get a person to lose their job (fired/sacked) immediately						
Knows how and who to ask for help if upset or if not understanding something in the job role						
Knows what to do if overtime pay is available						
Knows the procedure to report an accident						
Know how to make good decisions and is able to solve problems at work						
Can deal with hurt feelings and/or anger if supervisor should tell them that they did something wrong						
<b>Advanced</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>

Knows if eligible for sick pay, holiday pay or personal time off						
Knows what a grievance procedure is						
Knows what to do to get a pay rise						
Has a plan for handling anger when angry at supervisor, co-workers, or customers						
<b>Exceptional</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Can implement anger management plan in majority of cases.						
Knows how to use company grievance procedure to resolve disagreements.						
Knows how to negotiate for a pay raise.						
Knows what to do to be eligible for promotion.						
Knows legal rights as an employee.						

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<b>Category 11: Safety</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
<b>Basic</b>						
Knows the function of the police, ambulance and fire services						
Can contact each by calling the appropriate number and communicate essential information regarding an incident						
Can follow correct procedure to evacuate a house in case of fire						
Knows how to lock and unlock doors and windows in an emergency						
Knows how to check smoke alarm and how to replace battery						
<b>Intermediate</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Understands basic fire prevention (No smoking in bed, using cooker to heat a room, excessive use of extension cables, frayed electrical cables,						
Knows how to use a fire extinguisher						

Knows that improperly used electrical appliances can cause fire						
Can recognize the smell of a gas leak						
Knows what to do, and whom to call if a gas leak is smelt						
<b>Advanced</b>	IND	OP	WS	CD	WD	Notes
Knows different ways of extinguishing materials when they catch fire, if it is a manageable household incident						
Knows how to properly store cleaning and possibly flammable materials						
Can determine when professional medical help is needed						
<b>Exceptional</b>	IND	OP	WS	CD	WD	Notes
Has completed First Aid training.						

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<b>Category 12: Housing</b>	IND	OP	WS	CD	WD	Notes
<b>Basic</b>						
Understands the concept of renting a house/accommodation						
Understands other types of housing available e.g. residential care, supported						
Knows what the housing department is for in a local council						
<b>Intermediate</b>	IND	OP	WS	CD	WD	Notes
Can read classified advertisements for renting room/flat in newspaper or website						
Understands basic terms (lease, sub-let, bills/utilities, studio, shared communal area, security deposit, references, landlord, tenant etc.)						
Can calculate the costs associated with different types of housing						
Can contact the housing department in a local council and state needs, make appointment to see someone						
<b>Advanced</b>	IND	OP	WS	CD	WD	Notes
Can identify type of housing that is within budget and meets current housing needs						

Can calculate "start up" costs (Utility deposits, connection fees, security deposit, first month's rent, purchase of furniture and all other household items)						
Can complete a rental application						
Can ask the landlord about the available apartment to determine if it meets their needs.						
Knows to inspect the apartment to make sure appliances work and that the landlord has supplied accurate information about the rented room/flat						
Can describe pros and cons of choosing a roommate/housemate						
Shows some concern for the rights of other residents with regard to property and noise						
Understands the consequences if the rights of other residents are not respected						
Understands the implication of the security deposit when renting a room/flat						
Knows the role of a landlord						
<b>Exceptional</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Demonstrates the ability to get along with other residents and the landlord						
Knows how to get help if there is a conflict with the landlord						
Can access emergency assistance for utilities (gas, electricity, water)						

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<b>Category 13: Legal Awareness</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
<b>Basic</b>						
Has the phone number of someone to call if arrested or victimised						
Understands generally what actions are against the law and what the consequences are						



<b>Intermediate</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Knows personal rights if arrested						
Knows what the function is of a lawyer/solicitor						
Knows legal age for buying alcohol and tobacco products						
Understands the meaning of "legal age" in legal terms (what you can do, what you cannot do)						
Knows personal rights if arrested						
Knows how to read a contract						
Knows how and where to register to vote						
<b>Advanced</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Aware of availability of free legal services. e.g. legal aid, Citizens'						
Understands the consequences of signing a contract or a lease						
Knows the legal penalty for all of the following:						
Buying, possessing, selling, and smoking cannabis and the use of other drugs						
Buying and drinking alcohol underage						
Trespassing						
Shoplifting						
Burglary						
Possession of stolen property						
Road traffic offence						
<b>Exceptional</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Show good citizenship and an understanding of the rights and responsibilities of a citizen						
Is registered to vote. Knows where to go to vote						
Knows the different levels of punishment for criminal activities : e.g. police warning, caution, community						

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<b>14: Pregnancy, Parenting &amp; Childcare</b>						

<b>Basic</b>						
Knows options for birth control and can use responsibly						
Knows location of family planning clinic						
Knows options for pregnancy						
Knows dangers of drugs, alcohol, and tobacco during pregnancy						
Knows what adequate pre-natal care is						
<b>Intermediate</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Knows where to obtain pre-natal care						
Knows not to leave child without supervision						
Can provide appropriate supervision for child						
Is comfortable being alone with child						
Knows how to bathe child and change nappies						
Knows how to access community resources for childcare and development						
Knows how to engage child in appropriate play (reading, singing, drawing, building things, etc.)						
Knows the available options for regular childcare						
Selects appropriate people to periodically baby-sit with child						
Knows where to go for help if child is sick						
<b>Advanced</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Can select toys appropriate for child's age and developmental level						
Can correct child without using extreme measures (hitting, screaming, withholding necessary food or care)						
Can make arrangements for regular childcare						
Takes child to childcare on time						
Picks child up from childcare on time						
Spends "quality" time with child each day (talking, playing together, listening to the child, etc.)						
Knows where to go for help with parenting						
<b>Exceptional</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>

Knows what behaviours are appropriate for the child's age and developmental level						
Knows the costs and benefits of childcare arrangement available						

**IND** = Can do independently / **OP** = Needs Occasional Prompting  
**WS** = Need continual Prompting or with support / **CD** = Can't Do / **WD** = Won't Do

<b>Category 15 : Community Access</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
<b>Basic</b>						
Knows how to contact emergency services by phone						
Knows who to contact if injured or sick						
Knows how to access Citizens' Advice Bureau						
Knows where nearest supermarket or shopping area is located						
<b>Intermediate</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Knows where personal bank is located and how to use						
Knows location of nearest post office and how to use it						
Can use the yellow pages to obtain information on local services						
Can use the internet to obtain information on local services						
Knows what community facilities are available that are free e.g. library, parks etc						
<b>Advanced</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Knows whom to contact if problem with utilities.						
Knows how to use the local jobcentre						
Has awareness of specialist resources/services, local council, mental health agencies, CAMHS						
Can use local leisure facilities e.g. leisure centre, gym, cinema, clubs						
<b>Exceptional</b>	<b>IND</b>	<b>OP</b>	<b>WS</b>	<b>CD</b>	<b>WD</b>	<b>Notes</b>
Knows how to register with a local doctor's surgery and use the service						