



A voluntary support group for attention deficit hyperactivity disorder & its comorbidities

HANDBOOK

**a free essential guide to services
& support**

Use in conjunction with our online version (to read the links) Visit adhdrichmond.org

Your donation is welcome via our website



WELCOME TO OUR HANDBOOK

We hope you find what you're looking for amongst the various section headings.

We don't want to overwhelm you. To help you navigate your way through the information, which you may need at any given time, we've made it easier for you to search particular topics:

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If you're new to ADHD, watch our [8 short videos](#) which will guide you to what's available on the pathway

We are always on hand to help and guide you. Visit our resource website @ www.adhdrichmond.org where you'll find extensive detail and contacts

Follow our main Facebook page @ www.facebook.com/adhdrichmond and join our private forum @ <https://www.facebook.com/groups/AdhdRichmond>

Tweet us @ <https://twitter.com/AdhdRichmond>

Watch our videos @ <https://www.youtube.com/user/AdhdRichmond>

Email: communications@adhdrichmond.org



PRE-ADHD DIAGNOSIS

Many children go through phases where they are restless or inattentive. This is often completely normal and does not necessarily mean they have ADHD.

Symptoms of ADHD tend to be first noticed at an early age, and may become more noticeable when a child's circumstances change, such as when they start school. Most cases are diagnosed in children between the ages of 6 and 12.

Childhood ADHD is more commonly recognised & diagnosed in boys than girls. Girls with ADHD often have a form of the condition where the main symptoms relate to problems with attention rather than hyperactivity, which can cause less noticeable symptoms.

Children with ADHD can become easily frustrated because of executive function difficulties.

ADHD is a complex neurodevelopmental condition, a brain disorder due to lack of dopamine, which starts during child development but frequently persists through adolescence and into adulthood.

ADHD frequently occurs alongside other conditions (**comorbidities**) such as anxiety, autism, depression, dyslexia, dyspraxia, epilepsy, sensory processing disorder, Tourette's syndrome and especially in cases of untreated ADHD or late diagnosis - oppositional defiant disorder (ODD)

People with ADHD may also have additional problems such as sleep.

ADHD can occur in people of any intellectual ability including both those who are gifted (dual exceptionality) and those with learning difficulties. Remember, children with ADHD are different from one another in both their needs and the support or services required to meet them

Criteria

For someone to be diagnosed, he or she must **have at least six (or more) of the following symptoms** before the age of 12. The symptoms must also **exist for six months** or more and to a degree that is different from those considered normal for similarly aged children **in school and at home**

- Often fails to pay attention to details or makes careless mistakes in schoolwork, at work, or during other activities
- Tends to have difficulty sustaining attention during tasks or recreational activities, such as in class, in conversations, or during prolonged reading
- Does not seem to listen when spoken to directly, and seems to have other things on his or her mind even when there is not an obvious distraction
- Fails to follow instructions and finish schoolwork, chores, or work duties (may start work but be distracted quickly and easily evade it)
- Has difficulty organising tasks and activities and putting belongings in order. He or she neglects work, has poor time-management skills, and does not meet deadlines
- Avoids and dislikes tasks that require sustained mental effort, such as schoolwork or chores

- Often loses things necessary for tasks or activities, such as school supplies, pencils, books, tools, wallet, keys, working papers, glasses, or mobile phones
- Easily distracted by external stimuli
- Forgets daily activities, such as homework or doing errands, or in older teens and adults, returning calls, paying bills, or keeping appointments

The symptoms are not solely a manifestation of oppositional behavior, defiance, hostility, or failure to understand tasks or instructions. To be diagnosed with ADHD, a person must also **show six or more of the following symptoms of hyperactivity and impulsivity:**

- Fidgets with hands or feet or squirms in seat
- Frequently gets up in situations where he or she is expected to remain seated
- Runs around or climbs in situations where it is not appropriate (in teens or adults, this may be limited to fidgeting)
- Unable to quietly play or engage in leisure activities
- Typically too “busy”, acting as if he or she has to do things
- Talks excessively
- Often responds unexpectedly or before a question is concluded or finishes someone else’s thought
- Has difficulty waiting his or her turn
- Interrupts or intrudes on others; distracts others or does not realise he or she is bothering anyone

Keep in mind that the symptoms must also meet these criteria:

- Be present for at least six months
- Have started before the age of 12
- Be present in two or more places, such as at school and in the home
- Negatively affect day to day life
- Not occur solely due to a psychotic condition
- Not be better explained by another mental condition

If your child is presenting, as described, you should consider raising your concerns with your child’s teacher, their school’s special educational needs co-ordinator (SENCo) or your GP

The [Single Point of Access \(SPA\)](#) is the first port of call for diagnosis of ADHD Tel: 020 8547 5008 for advice from 8am to 6pm, Monday to Friday, or 020 8770 5000 out of hours

What happens in an assessment?

The young person, parents/carers & schools are asked to complete questionnaires to assist professionals decide if a medical diagnosis is necessary or if there are other ways to help. Then a conversation will be arranged to find out more about the young person today and in earlier childhood. There’s no need to prepare; simply explain what life is like at home and at school

The ADHD pre-diagnosis pathway



Teachers can be the first to spot ADHD but you can also ask a GP, or any health professional, and social workers for advice. They can refer your child to a specialist team via the Single Point of Access ...



The **Single Point of Access (SPA)** can also be contacted directly by you in seeking an ADHD assessment for your child.

Tel: 020 8547 5008 Out of hours Tel: 020 8770 5000



A community paediatrician for 0-5 yr olds

The neurodevelopmental team for 5-18 yr olds

When a child is diagnosed, medication and other interventions should be discussed

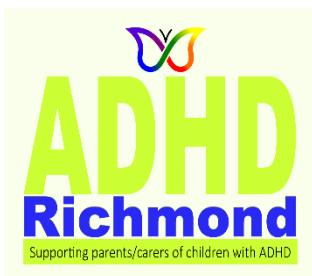
If a diagnosis is not approved, you can ask for a second opinion



Once a Report is completed, a Support Plan should be agreed with parents/carers.

Recommendations for a range of options should be made.

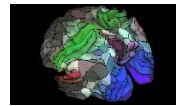
You should also be directed to services and support available ...



ADHD Richmond is a local Support Group for parents & carers of children with ADHD and its comorbidities

It can help and advise you on all matters relating to ADHD e.g. strategies, education, legal, funding and further contacts.

A more detailed pathway, from Achieving for Children is [here](#)



ADHD PATHWAY – to diagnosis

Making a diagnosis requires a specialist assessment, usually done by a child psychiatrist or specialist paediatrician. The diagnosis is made by analysing patterns of behaviour, observing the child, obtaining reports from home and at school.

Receiving a diagnosis of ADHD for your child or teen can be a huge relief, or indeed a big cause for concern. A diagnosis can help when explaining your child's condition to other people. It can also make it easier when you are stating your case to obtain appropriate support and access to services. This may include: obtaining an Education, Health and Care Plan; accessing medical and social services; reasonable adjustments under the Equality Act; and obtaining disability-related funding.

Assessment & diagnosis is usually accessed via the NHS. Unfortunately, there is often a long waiting list – as a result some parents/carers decide to go privately. Your GP may be able to recommend psychiatrists who practice privately and here are some contacts we know:

Dr Morris Zwi Wednesdays 10.30 - 5 pm at the [Orchard clinic](#) St Margarets nr. Twickenham

Dr Claire Scott is a consultant community paediatrician who as well as working for Hounslow and Richmond Community Care has a private practice. Tel: 07796 783007

The Effra Clinic is based in London and it specialises in ADHD and autism spectrum disorder. The staff includes two consultant child and adolescent psychiatrists with a shared passion and specialism in ADHD and ASD. Tel: 020 3322 5532 Email: admin@effraclinic.co.uk

LANC - [Learning Assessment and Neurocare Centre](#) Email: info@lanc.uk 48-50 Springfield road Horsham RH12 2PD also has two London offices

Nicola Ryan Mental Health Nurse Tel: 07866 388935 Email: nickishouse266@hotmail.com

Dr Bettina Hohnen contact@drbettinahohnen.com

Dr Bozhena Zoritch 07957909754 <https://www.addmire.org/>



COMORBIDITIES

Comorbidity is the medical term for two or more disorders that occur at the same time. In general, individuals affected by **ADHD** often have other behaviour disorders that impact their ability to function successfully. The comorbidity of ADHD with other disorders is between 60% and 80%. When comorbid conditions are present, it can make the diagnosis of ADHD much more difficult to pinpoint and the symptoms harder to treat. Some comorbid disorders that commonly occur alongside ADHD are: Anxiety, [Autism](#), [Bipolar Disorder](#), Conduct Disorder, Depression, [Dyslexia](#), [Dyspraxia](#), [Obsessive Compulsive Disorder](#), Oppositional Defiant Disorder, Sensory Integration Disorder, Speech/Communication problems, [Tourette's Syndrome](#)

The ADHD post-diagnosis pathway to medication, interventions, therapy & support



The **Child and Adolescent Mental Health Service (CAMHS)** or the **Neuro-Developmental Team**, which has diagnosed your child with ADHD, will discuss **medication & all other interventions & referral** options with you for an outline care plan



The **Single Point of Access (SPA)** can offer you a further route to a range of Children's Services including enquiries about **therapy and support**. Need help at any time? You, your SENCo, GP, or family worker can ask for referral Tel: 020 8547 5008 Out of hours Tel: 020 8770 5000



123 Magic Parenting: Once your child (up to 12 yrs of age) has a diagnosis you are recommended to attend this course which will help you understand ADHD and how to manage the behaviour. Contact: karen.williams@achievingforchildren.org.uk 020 8547 6965 or 07771 974388



Post-diagnosis: [ADHD Richmond](#), with the NHS, has developed a two-hour information session which you are recommended to attend (after 123 Magic) to learn about the impact, diagnosis, school, interventions & local services

Book via communications@adhdrichmond.org

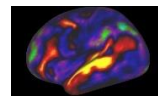


[The Emotional Health Service](#) can provide **Cognitive Behaviour Therapy** if your child also displays significant emotional distress, low mood or anxiety Also, **Art psychotherapy** and **Family therapy**. Contact via SPA

[The Educational Psychology Service](#) offers monthly Challenging Behaviour workshops



[ADHD Richmond](#) offers a **1:1 service if all else has failed**. The Support Group, for parents & carers of children with ADHD, also provides **advice & information** and holds two **seminars** each month with leading ADHD experts.



If your child has been given a diagnosis of ADHD, it is very natural to want to find out more about the condition. Best practice is for diagnosticians to offer a programme of follow-up support, including advice, and signposting to other services e.g. behaviour training for parents

A child with ADHD needs intervention across all situations where the difficulties occur including at home, school, with friendships, and in the community.

It is very important for the family, teachers and professionals to understand the child's condition; how it affects them; and management strategies. As they grow up, the young person needs to be aware of their condition and how to manage it.

Many children and young people could benefit from specific strategies and therapeutic intervention. These may:

Art Psychotherapy



offered by the [Emotional Health Service](#) working with children with ADHD and their parents. Contact SPA
Tel: 020 8547 5008 Out of hours Tel: 020 8770 5000

Challenging behaviour



Here are some information leaflets, from [The Challenging Behaviour Foundation](#), which will guide you to some best practice: Sheets [1](#) [2](#) [3](#)

Cognitive behavioural therapy (CBT)



[CBT](#) is a type of talking therapy that attempts to change how people think (cognitive) and what they do (behavioural). It can either be carried out one-to-one with a therapist or in a group setting. The Emotional Health Service offers CBT mainly for mental health difficulties. It's important when asking for CBT to stress your child also displays significant emotional distress, low mood or anxiety, depression or sleeping issues NOT just ADHD! Referral can be made via the [AFC website](#).

You may download this free eBook on [Cognitive Behaviour Intervention](#) and this free Workbook from [Pesky Gnats](#) or try this online payable course from [Brave Online](#) and here is our friend, Dr Jade Smith's, book on [Adapting CBT for Children with ADHD](#) Find a [therapist](#) and our friends at [The Effra Clinic](#) and [Nicola Ryan](#) offer CBT



Counselling and psychotherapy

The symptoms of ADHD can result in a variety of challenges ranging from broken friendships to low self-esteem to anxiety or depression. Long or short-term counselling may help some to process feelings and develop strategies for dealing with the effects of ADHD. Private [psychotherapists](#) are available. [Real Talk](#) offers counselling for 5-18 yr olds in SW London and [Off the Record](#) provide a service for 11-24 yr olds Counselling and Psychotherapy. [Kooth](#) counselling offers free confidential online support to young people



Diet

There is no concrete evidence to suggest that ADHD is caused by bad diets or too many additives. Children can react badly to any of a range of foods, and it can be different for each individual child. Sometimes additives are the culprit but sometimes it can be natural foods such as wheat flour, cow's milk or citrus fruit. Doctors are not sure how many children with ADHD are affected by reactions to food but most think it is a small minority

Sugar: There is little evidence that sugar affects ADHD.

Fish oils: Science has not fully answered this one yet. There is some evidence emerging that fish oils can be helpful in treating ADHD, but as yet there is no large-scale study to prove or dispute its effectiveness

Dietitians can provide advice and information about nutrition and diet. Your GP, paediatrician or hospital consultant should be able to make a referral to a dietitian, or you can find one who works privately via the [British Dietetic Association](#)



Educational Psychologists

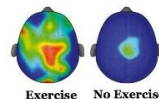
They are available via [school](#) (see Education) or privately, see the [Association of Child Psychologists in Private Practice](#) an example is Susanna Goncalves <http://www.serutufutures.com>

Be advised that there is no guarantee the LA would use an independent EP report for EHCP purposes



Emotional Health Service

This team works with children and young people up to the age of 19 years old who have a Richmond or Kingston home address. The focus of this [service](#) is early intervention and prevention, including consultation, training and short term direct therapeutic interventions. Contact SPA Tel: 020 8547 5008 Out of hours Tel: 020 8770 5000



Exercise

Regular physical activity decreases the severity of ADHD symptoms and improves cognitive functioning in children. It has a positive, measurable impact on their focus and mood. Exercise breaks for children with ADHD are recommended. See our ACTIVITIES section

Family Support Service works with children aged [0 to 11 years](#), alongside Richmond Borough schools, children centres and other agencies, to deliver a wide range of interventions. Tel: 020 8487 5005



Herbal Medicine

This may offer benefits for children with ADHD, for example in the areas of stress & sleep problems. However, they are not supported in the NICE guidelines. Contact [The National Institute of Medical Herbalists](#) Tel: 01392 426022 Email: info@nimh.org.uk



Homeopathy

This may also help with conditions such as dietary and sleep problems. Ask your GP or other healthcare professional for a contact. It is also possible to search for a local homeopath through [The Alliance of Registered Homeopaths](#) Tel: 01825 714506 Email: info@a-r-h.org



Music therapy

[Richmond Music Trust](#) offers music therapy for children with ADHD/SEN. Contact: Richmond Music Trust, 7, Briar Road, Twickenham TW2 6RB Tel: 020 8538 3866 Email: admin@richmondmusictrust.org.uk

[Otakar Kraus Music Trust](#) offers music therapy to children with special needs, regardless of ability or age. These fun sessions encourage children to experience different ways to explore their imagination in a musical context and to develop their communication and listening skills. The Otakar Kraus Music Trust, 3 Twining Avenue, Twickenham. TW2 5LL Tel: 020 8894 2007 Email: info@okmtrust.co.uk



Neurofeedback

This treatment is valued by those who have tried it. Here's our [video](#) of Dr Neil Rutterford, check out his company [here](#) and see his PowerPoint: [Dr Neil Rutterford – LANC – pp](#)



Occupational Therapy (OT)

[Occupational Therapy](#) can benefit children with ADHD poor or weak sensory skills, physical coordination, organization, controlling energy levels, hyperactivity, working out anger and aggression, improving focus, handwriting, social skills, time management. Tel: 020 8891 8136 or 0208 973 3480 Visit also [occupational](#)

[therapy unit](#). For independent services visit [The Royal College of Occupational Therapists](#) Also try [OT Kids](#) in Ham. Find out how OT can help your ADHD child [here](#)



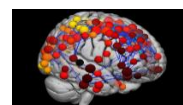
Osteopathy (including cranial osteopathy)

Osteopaths advocate gentle manipulation of the head which may relieve certain problems, including stress and digestion difficulties. Contact: [The General Osteopathic Council](#) Tel: 020 7357 6655 Email: contactus@osteopathy.org.uk Try [The Maris Practice](#). 13, Baylis Mews, Amyand Park Road, Twickenham. TW1 3HQ Tel: 020 8891 3400 Email: mail@themarispractice.com or treatments is Nargis Ahmad - [Ivy Tree Clinic](#) - Tuesdays to Saturdays - 190, Kingston Road, Teddington. TW11 9JD. Tel: 020 8943 1728



Psychiatry

Referrals are normally made via your GP for both NHS and private. Visit [The Royal College of Psychiatrists](#)



Psycho-education

The National Institute of Health and Care Excellence (NICE) and [European guidelines](#) recommend [psycho-education](#) for the patient and their families as a first step in the treatment of ADHD. Your child will be encouraged to discuss [ADHD](#) and how it affects them. It can help children, teenagers and adults make sense of being diagnosed with ADHD and can help them cope and live with the condition. Ask your Consultant or educational psychologist for more information.



Psychologists

The [NHS](#) can offer psychological therapies (ask your GP or Consultant). Private ADHD child psychologists in Richmond (and search beyond) can be found at the [Association of Child Psychologists in Private Practice - AChiPPP](#)



Psychotherapists

[Counsellors and Psychotherapists](#) in and near Richmond Upon Thames. Also the [Institute of Psychotherapy & Disability](#) and [Human-Givens](#)



Sleep management

Good sleep hygiene is an important aspect of managing ADHD including optimising attention and mood the following day. Sometimes, a side effect of medication used to treat ADHD, can cause sleep difficulties.

A sleeping tablet (melatonin) may be offered by your consultant psychiatrist or GP. Herbal night-time teas can be tried.

Remove electronic visual devices from the bedroom at least 1 hour before bedtime. ADHD children can benefit from listening to low-level music or talk radio at bedtime



Social skills

Most children with ADHD have trouble with social skills and building friendships. They may choose not to socialise very much because it can be difficult, often because of impulsive acts, and this may cause considerable anxiety. There are often difficulties understanding the unwritten 'social rules'. How close do you stand to another person? Many find it hard to understand or interpret other people's thoughts, feelings or actions, and therefore to understand their intentions. This type of training involves your child taking part in certain 'role play' situations to teach them how to behave in a social setting and how their behaviour affects others around them. Watch this [video](#) and see the [ADHD and social skills – Dr Lax Pericall](#) slides from our Talk on Social Skills. Contact [Richmond Paediatric Speech and Language Therapy Department](#): Tel: 020 8973 3512 (for Kingston 020 8339 8000)



Speech & Language (SaLT)

Those with ADHD may be good at basic communication but struggle with attention and listening; coping with instructions; interacting appropriately for their age; understanding gestures, body language and facial expressions; they may not be aware of what is socially appropriate. Contact [Richmond Community Healthcare](#) Tel:020 8973 3512 or for the [Kingston Team](#) Tel: 020 8339 8000 Private therapists can be found at [The Association of Speech and Language Therapists in Independent Practice](#) or [I CAN](#) which reaches out to parents, practitioners and the children with speech and language difficulties.

Wellbeing

If you are worried about drug or alcohol abuse contact: Young People Substance Misuse Service Tel: 020 8547 6920 or the Young Peoples Wellbeing Hub Tel: 0208 547 6920 or email ypsms@achievingforchildren.org.uk



MEDICATION

Medication can play an important role in managing moderate to severe ADHD. It can help reduce hyperactivity and improve concentration. The consultants at the [Mental Health Team](#) in Richmond will discuss with you if medication is suitable. This decision is for you and your child/teen. Try to think hard about the areas where your son or daughter is really finding things difficult and ask the consultant if these areas will be improved by the use of a particular type of medication, or if there are other therapies they can suggest. These may also go side by side with the medication. Medication is not right for some children, and, in some cases, there may be other investigations that will need to be carried out to find out if medication is suitable.

Watch our short [video](#) with Prof. Peter Hill

Medications used to treat ADHD are broadly divided in two groups: Stimulants, like methylphenidate (Medikanet or Concerta are the brand names) used mainly in Richmond and dexamphetamine and Non-stimulants like atomoxetine.

Stimulant medication (methylphenidate) is usually prescribed first. The type of stimulant prescribed will depend on a number of things like the symptoms your child has, your choice of treatment, the ease of giving the medication and even availability/cost of the medication.

ADHD is most often treated with stimulant medication which return dopamine to normal levels in the brain. Medication does not cure ADHD – it can only reduce the difficulties it causes. Also, they are very powerful drugs – some are classed as amphetamines – and can carry other health risks.

The reported side effects of stimulant medication for ADHD include difficulty sleeping and appetite loss (common), irritability and mood swings, depression, headaches, upset stomach, dizziness, tics (uncommon), racing heartbeat and high blood pressure (very rare) Sometimes growth slows down when children are on methylphenidate. For these reasons, stimulant medication is only prescribed to children who have been professionally assessed and diagnosed by an expert, and will be reviewed regularly.

Sometimes a child may respond to a different form of methylphenidate or other stimulant or non-stimulant medications may be prescribed.

Most children and young people need the medication at least until they finish their education or schooling. A few might need to take it even when they grow up in order to focus at work. Some children need medications only at specific times, like for example while attending school and do not have to take it on weekends or on school holidays, however, this needs to be discussed with your doctor

Stopping medication can cause symptoms to return, and some young people can put themselves at risk in terms of their education, their work, and socially by being impulsive and taking alcohol or drugs.

If you have any questions regarding medication, do not hesitate to contact your Consultant



SERVICES

Here are some of the local authority and charity services which may be useful to you:

Achieving for Children, our local children's service, has a [Local Offer](#) website containing events & advice

Buddy Up and Travel Buddy This Richmond AID project gives young people the confidence and opportunity to access activities, to participate in their community, and to develop friendships along the way. [Buddy Up](#) matches young people aged 14 to 18 with a volunteer Buddy, and Travel Buddy does the same for those aged 14 to 25, supporting them to access activities and opportunities using public transport. This project aims to give young people with additional needs and/or disabilities the confidence to plan routes, travel to and from activities, and attend activities independently. Tel: 020 8831 6072 Email: info@richmondaid.org.uk

Childcare Brokerage Officers assist parents who are finding it hard to find a suitable [childcare](#) place for have a child with additional needs. Tel:020 8547 6581 Email: early.years@achievingforchildren.org.uk

Family Information Service (FIS) – offers a free telephone and [online service](#) of information for parents, carers, and professionals to assist with supporting children and young people up to 25 years of age. Also - impartial information, guidance and advice sessions at the Borough's Children's Centres about the following: registered childcare options (e.g.: childminders, day nurseries, sessional care), brokerage service for parents who are looking for childcare places, out of school and holiday care, activities for children and young people from birth upwards, support groups, plus career opportunities in childcare and play work. Tel: 020 8547 5215 Email: fis@achievingforchildren.org.uk

Richmond AID (Advice and Information on Disability) is a charity run by and for people with disabilities in the borough of Richmond upon Thames providing a variety of services that include an advice service helpline, a benefits service, an employment project (job club), plus downloadable publications and factsheets and a Disability Information Handbook. [Richmond Advice & Information on Disability](#) 4, Waldegrave Road, Teddington. TW11 8HT Tel: 020 8831 6080 or 07894 215835 Advice Service Helpline: 020 8831 6070 Email: info@richmondaid.org.uk

RUILS Sitting and Befriending Service can help [find a sitter and/or befriender](#) to support families, giving them a break from caring or being a companion to their child or young person and helping them to access social and leisure activities. Tel: 020 8831 6083

See the More Local Contacts section for more



HEALTH CARE

Here are some of the health care services which may be useful to you:

Community Paediatrics (Hounslow and Richmond) is a specialist [child health assessment and diagnostic service](#) to meet the needs of children with special or complex health needs. They work very closely with other health professionals, such as children's therapies, and also offer joint assessments as well as non-health specialists working in education and social care Tel: Tel: 020 3771 6100 or Tel: 020 8891 8188 Email: hrch.richmondcompaed@nhs.net

Hospital Passports: Patients who have learning disabilities can be given a [Learning Disability Hospital Passport](#) by their GP or through their learning disability social services team, just in case they have to be admitted to hospital. These passports can be used to list such important information as personal details, capacity plus level and type of support required, best ways to communicate, behavioural issues (and how to deal with them) past medical interventions, allergies, etc ...

NHS Choices guide for people who have [care and support needs](#), their carers and people who are planning for their future care needs.



For parents/carers:

A child or young person exhibiting symptoms of ADHD has [special educational needs](#) (SEN). They are highly likely to require support and/or adjustments additional to their peers. Despite often being of average or above intelligence, impaired 'executive functions' can make managing the demands of the school environment, designed for a neurotypical child, really difficult. Common challenges include: staying seated, sustained focused on learning tasks; not calling out during lessons; relationships with peers and teachers; organisation and acting impulsivity particularly when anxious or managing frustration.

Special educational provision may include help with learning and/or with navigating the school environment. Examples include additional adult support or therapeutic intervention such as occupational therapy, social communication and emotional literacy programmes or movement breaks.

A child with ADHD should at the very least be on 'SEN Support' if their needs can be met from the school's own resources. They should have an [Education Health and Care Plan](#) if additional funding is required to meet their needs or a specialist school placement is appropriate. Unfortunately, parents are often given inaccurate information about their child's entitlement to support, it is therefore advisable to contact an organisation independent from school and the local authority for advice.

This help can be accessed for free via an independent charity such as [IPSEA](#) or [SOS SEN](#) or via an education solicitor those on a low income may be eligible for legal aid.

Subject to few exceptions, a child with ADHD is entitled to the protection of the Equality Act 2010. This means that [reasonable adjustments](#) should be made for him or her to avoid (so far as is possible) the disadvantages they face in school e.g. in the application of the behaviour policy. They should also not be discriminated against, that includes being treated unfavourably because of something arising in consequence of their disability.

There is no doubt that navigating school life and accessing the SEN system can be a real challenge and result in parents losing confidence in the education system. However, with their needs fully identified and understood and with the right provision and placement to meet them, ADHD children can successfully meet their full academic potential.

For more information, relevant to parents please see the [Education](#) tab on our website

For teachers/schools:

We can offer a variety of training packages for schools focusing on meeting the needs of students with ADHD. Training is delivered by expert ADHD Advisory Teachers. They offer a range of options from short twilight to a full days training and are happy to meet your school individual needs.

Contact us in the first instance to arrange @ communications@adhdrichmond.org

We also have a resource page designed specifically for teaching staff in how to help a pupil with ADHD. Please visit our [Teachers' Info](#)

Read on for further useful education contacts:

Educational Psychology Service: If you need to get in contact with the [service](#) directly, please use the most appropriate telephone number below (dependent upon the borough in which your child attends school):

EPS Richmond base, 42 York Street Twickenham TW1 3BZ Tel: 020 8487 5464

EPS Kingston base, The Moor Lane Centre, Moor Lane, Chessington KT9 2AA Tel: 020 8547 6699

EHCP advice and help can be found in the [Send Family Voices Golden Binder](#) Further assistance is offered free by [Independent Support Partnership](#) and by [RUILS](#) and also [Kids Richmond & Kingston](#)

IPSEA (Independent Parental Special Education Advice) offers advice on educational issues, EHC Plans/Statements, tribunals, etc. [General advice line](#): Tel: 0800 018 4016. [Tribunal help line](#): Tel: 0845 602 9579

LEGAL: Part 1 of our [Video](#) of our legal SEN expert, education lawyer, Eva Akins of Russell-Cooke Solicitors talking about Education & law with Part 2 of the [video](#) with Q & A. Here are [Eva Akins' Presentation Slides for ADHD talk 12.4.16](#) Eva also wrote this extensive list of examples of possible adjustments that can be made at school for your child [101 reasonable Adjustments for ADHD](#).

PORTAGE is a home teaching service for [pre-school children](#) whose learning and development is significantly delayed.

SEN Advocacy: free legal advice on SEN and educational matters. MeToo&Co offers [a SEN Advocacy Clinic](#) which takes place most Fridays from 9.30am to 2.30pm. Appointments can be booked via email to helen@advocacyandmediation.co.uk or by calling 07702 189889

SENDIASS - Special Educational Needs and Disabilities Information Advice and Support Service or [SENDIASS](#) is a free, confidential and impartial service for parents and carers, children and young people (up to 25 years) Tel: 0208 831 6179 Email: RichmondKingston@kids.org.uk

SOS!SEN - an [independent resource for special educational needs](#) offers a free, independent, confidential telephone helpline for parents and others looking for information and advice. Help with preparing EHC Plans, interpreting the SEN Code of Practice and official letters, locating independent professional experts, advising how to prepare tribunal appeals and helping with complaints to the Local Government Ombudsman. There is a 'walk-in' advice centre in East Molesey available between 10.15am and 12.15pm on the third Wednesday of each month; please see the website for more details. Fontenay, 11a, Creek Road, East Molesey, Surrey. KT8 9BE Helpline: 020 8538 3731 (Monday to Friday 9.30am — 12.30pm and 2.00pm — 5.00pm) Email: admin@sossen.org.uk



FOR PARENTS

As your child's role model and most important source of strength, it is vital that you live a healthy life. If you are overtired or have simply run out of patience, you risk losing sight of the structure and support you have so carefully set up for your child with ADHD. Having a child with ADHD is highly stressful and exhausting

Kingston Carers Network offers support to parents caring for someone with a mental health issue Tel: 020 3031 2757 info@kingstoncarers.org.uk

Live Well Richmond is a free [health improvement service](#) available to anyone over the age of 16 who either lives or is registered with a GP in Richmond. It offers free help and advice to help you develop a healthy lifestyle and improve your health and wellbeing. Tel: 0208 487 1745 Email: info@livewellrichmond.org.uk



Parenting courses

Parent training programmes are essential part of understanding ADHD. The NICE guidelines say you should attend these courses, alongside any other treatments your child may be receiving. ADHD Richmond partners with Achieving for Children to produce excellent 123 Magic [Parenting courses](#) if your child is between 2-13 yrs. Register your interest with this [Parenting Self Referral Form Sept 14 1](#)

They are free of charge and we recommend both parents attend, even if it's on separate occasions.

You'll learn how to cope with ADHD; what we know about the cause; and how children feel about the condition. There are 6 workshops in all and by the end you will have met a group of parents who are dealing with exactly the same types of issues relating to the condition. Contact Karen Williams Tel: 0208 5476965 or 07771 974388 Email: karen.williams@achievingforchildren.org.uk



Post-diagnosis sessions

ADHD Richmond has been awarded an NHS contract to provide, to Richmond & Kingston parents of children with ADHD, free post-diagnosis information sessions. Our ADHD advisor, Val Ivens, runs them with our co-founder, Gill Sears. Book your place via communications@adhdreichmond.org



Wellbeing – Look after yourself

- Take care of yourself. Eat well, exercise, and find ways to reduce stress, whether it means taking a nightly bath or practicing morning meditation. If you do get sick, acknowledge it and get help.
- Seek support. One of the most important things to remember in bringing up & supporting a child with ADHD is that you don't have to do it alone. Talk to your child's doctors, therapists, and teachers. Join our support group for parents of children with ADHD which offers a forum for giving and receiving advice, and provides a safe place to vent feelings and share experiences.
- Take breaks. Friends and family can be wonderful about offering to babysit, but you may feel guilty about leaving your child, or leaving the volunteer with a child with ADHD. Next time, accept their offer and discuss honestly how best to handle your child.

BENEFITS AND ALLOWANCES



There are a number of benefits available for ADHD children & young people as well as the family members who provide care for them. Here's an overview of [Government benefits](#)

Carer's Allowance (CA) is paid to a carer who looks after an ADHD child more than 35 hours a week and earns under a certain threshold. Here's an [overview](#). Conditions are: they must receive DLA at the middle or highest care rate if they are under 16 years old, and for those aged 16 to 64, they have to be in receipt of the daily living component of Personal Independence Payment. You will not be able to receive [Carer's Allowance](#) if you are claiming the State Pension or certain other benefits. You can download a [claim form](#) or to complete your application online. Tel: 0345 608 4321 Email: cau.customer-services@dwp.gsi.gov.uk (Monday to Thursday, 8.30am to 5.00pm; Friday 8.30am to 4.30pm)

Cerebra has a useful [website](#) and [Guides for Parents](#) covers many topics, including claiming DLA for children under 16. Email: enquiries@cerebra.org.uk

Child Benefit Helpline You get [Child Benefit](#) if you're responsible for a child under 16 (or under 20 if they stay in approved [education or training](#)). Tel: 0300 200 3100 Textphone: 0300 200 3103 (Monday - Friday 8.00am to 8.00pm Saturday - 8.00am to 4.00pm)

Cinema Exhibition Card (CEA) This is a [cinema discount card](#) for carers. Any responsible adult, who goes to the cinema with the child who has ADHD, gets in free. To be eligible the child or young person must be in receipt of DLA. Application forms can be picked up from cinemas. Prove of DLA must be sent together with processing fee of £6 and passport photo of child. Please note children must be 8 years or over to be eligible

Disability Facilities Grant is available up to £30,000 in England for your ADHD/SEN under 18 year old child without parents' income being taken into account. The [DFG](#) has certain criteria.

Disability Grants is a useful website to [search for all available grants](#)

Disability Living Allowance (DLA) helps with the cost of caring for an eligible ADHD child, under 16 years of age, needing extra looking after and having had these difficulties for at least three months. Just describe your child at his/her worst. Do not understate the problems and be particularly be clear about night-time issues e.g. incontinence, difficulty going to sleep, waking up all the time, tantrums, fits, lack of sleep, etc. (the higher benefit care rate for [DLA](#) is only paid for those with night time problems). It will aid you to obtain a Disability Register Identity Card for your application. Order a printed claim pack by calling the DLA Helpline: Tel: 0845 712 3456 Textphone: 0845 722 4433 (Monday to Friday, 8.00am to 6.00pm) Find out more about [DLA](#).

Disability Register Identity Card (for children and young people) This is invaluable for ADHD children and their parents in Richmond and Kingston to prove that their child is registered with their local authority as disabled. The [disability card](#) can then be used to gain concessions on entrance fees to places where disability concessions apply. Call 020 8547 5600 ext. 4179

Disabled Person's Railcard - is valid for one or three years and entitles the holder to discounts of up to one third off the price of a range of tickets; the same discount also covers tickets purchased by the accompanying adult. Children aged 5 to 16 may also be eligible to hold a Disabled Person's Railcard; in such cases, they should be charged a child's fare; the accompanying parent/carer travelling at the discounted rate mentioned above. To qualify for a [Disabled Person's Railcard](#), the person concerned has to receive DLA/PIP at the higher rate for getting around OR receive DLA/PIP at the higher or middle rate for personal care. Contact Disabled Persons Railcard Office. PO Box 6613, Arbroath, DD11 9AN Tel: 0345 605 0525 (Monday – Sunday, 7.00am to 10.00pm) Textphone: 0345 601 0132 Email: disability@atoc.org

Disabled Students Allowance: For those going into further education there is [disabled funding](#) available

Family Fund: helps families who are raising a disabled (ADHD) or seriously ill child or young person aged 17 or under. The child must present very severe conditions and not just ADHD. Visit their [website](#)

Freedom Pass - Disabled Persons [Freedom Passes](#) **may be** available to some ADHD children, over the age of 5, who meet the Higher Rate Care and Mobility eligibility criteria. The Freedom Pass entitles the holder to free travel on all London transport buses, London Underground, Docklands Light Railway, Croydon Tramlink and train services in the London area (not the Heathrow Express), plus concessionary fares on some of the Thames riverboats. Freedom Passes are also accepted by English local bus companies outside London (9.30am to 11.00pm Monday to Friday, all day weekends and public holidays). Application forms are available from the Supported Transport Team 020 8831 6312/6191/6097 Email: accessibletransport@richmond.gov.uk Visit the Council website: See also **ZipCard**

Free Early Education: The UK Government offers [free early education](#) for ALL 3/4 yr olds + **for 2 yr olds with special education needs (SEN)** or an education health and care plan or if they get Disability Living Allowance or with income support

Happy Days You can apply for days out or a UK family holiday break from [Happy Days](#). Your child must be between 3 and 17 years old

Independence at Home may be able to help you ADHD families who need financial help towards the cost of equipment, home adaptations or other essential items to improve independence, comfort, safety and quality of life at home. <http://www.independenceathome.org.uk/help-for-you.html>

KIDS Sendiass (Richmond & Kingston) offers a [Send Information Advice Service](#) incl. benefits info. Contact: RichmondKingston@kids.org.uk or on 0208 831 6179

MeToo&Co offers a free [benefits advice](#) surgery in conjunction with Richmond Aid on Friday mornings

Merlin's Magic Wand - worldwide charity for children arranging magical days out at [Merlin Entertainments attractions](#), such as LEGOLAND Resorts®, SEA LIFE Centres and Madame Tussauds

Merlin Pass and annual passes for other attractions such as Chessington World of Adventures, Legoland, Alton Towers, Thorpe Park, the London Eye, London Dungeons, Madame Tussauds, and Sea Life Centres can be applied for via the Short Breaks & Aiming High application form. The funding is only available to the eligible child. Contact: nasima.sultana@achievingforchildren.org.uk

Personal Independence Payment (PIP) is replacing DLA for people aged between 16 and 64 years of age (there are no current plans to replace DLA for children aged under 16). Those already receiving DLA will not be automatically transferred to [PIP](#), but will have to make a claim for the new benefit when invited to do so. To qualify, individuals will have to score a certain number of points relating to twelve activities i.e. preparing food, taking nutrition, managing therapies or monitoring a health condition, washing and bathing, managing toilet needs or incontinence, dressing and undressing, communicating verbally, reading and understanding signs, symbols and words, engaging with people face-to-face, making budgeting decisions, planning and following journeys (used in the mobility component test).

If you are claiming for the first time, ask to be sent a 'How your condition affects you' form. Contact: [Personal Independence Payment New Claims](#), Post Handling Site B Wolverhampton. WV99 1AH Tel: 0800 917 2222 Textphone: 0800 917 7777 (Monday to Friday, 8.00am to 6.00pm) For general information Tel: 0845 850 3322 Textphone: 0845 601 6677 (Monday to Friday, 8.00am to 6.00pm)

Richmond AID the [Disability Action and Advice Centre](#) 4 Waldegrave Road, Teddington, TW11 8HT Tel: 020 8831 6080 will assist with form filling and benefits reviews, providing information, supplying details of

how to challenge a decision as well as lending a sympathetic and listening ear. Advice line: 020 8831 6070 Email: benefits@richmondaid.org.uk

Richmond Card is a [card for Richmond borough](#) residents (children and adults). You can get discounts for various activities at leisure centres. The cost for children and young people is free, however, for adults it is £18.50. If you register with the Richmond Carers Centre, you can get a discount as a carer and pay just £6.90

Short Breaks and Aiming High (Kingston and Richmond) offers up to £300 for after school clubs, holiday activities, sports and inclusion in mainstream settings programmes. [Aiming High - Short Break Bid Form for Individual Children 2015 - 2016](#) Tel: 020 8547 6069

TaxiCard offers [subsidised travel in licensed taxis and private hire vehicles](#) to London residents with



Taxi Card Eligibility
Criteria Sept 2017.doc

disabilities like ADHD. Here's the criteria ...

Turn2Us helps people in financial hardship to gain access to welfare [benefits, charitable grants and support services](#).

ZipCard give [free travel on buses, trams & trains](#). Find out which one your child may be eligible for

SPORTS



Please always check with any organisation that they have experience of ADHD and skilled staff to look after your child

Our Sports Officer is **Amy-Lou Barker**. Contact her: sports@adhdrichmond.org Funding for sports can be found from [Aiming High](#) £140 is available as a bank transfer (receipts must be provided)

Achieving for Children lists [sports events for young people](#)

Action-attainment offer a [sports-based programme of activities](#) including kayaking, paddle-boarding and ball sports for children and young people with social communication needs and their families. Tel: 0208 392 9946 Email: info@action-attainment.com

Albany Outdoors: [outdoor, adventure and water activity](#) centre by the Thames in Kingston
Email: albanyoutdoors@achievingforchildren.org.uk Tel: 020 8547 6368

Archery: Accredited [Archery course](#) run by qualified tutor with lots of games and competitions at Ham Youth Centre

British Disabled Water-ski & Wakeboard Association offers [fast fun on the water](#) for those with learning disabilities

Gym and Fitness at Whitton Youth Zone. Use of a fully kitted out [gym and personal trainer for young people](#) from 10-17 to incorporate exercise into their daily routine and to set and maintain goals. Healthy food workshop. Contact: mandy.smith@achievingforchildren.org.uk Tel: [020 8734 3414](tel:02087343414)

Karate courses from [Me Too & Co](#) for 8 to 12 year olds – for children with additional needs and siblings. The course is run by Sensei from the Busen Academy and beginners are very welcome. Classes are free of charge and karate suits are also provided. Contact 07946 646033 Email: info@metooandco.org.uk

Martial Arts: These [Korean classes](#) are very fast-paced, constantly switching activity. Perfect for a distracted mind. Caters for all ages & genders

Riding for the Disabled Association (RDA) is an excellent, [therapeutic sport for ADHD children](#). Contact Park Lane Stables Riding Centre, Teddington 07796 842 328

Tae Kwon Do: Heatham House Youth Centre, Whitton Rd. Contact: [The Achieving for Children Youth Service](#)

Teddington Torpedoes provides lessons especially for children with special needs. Most teaching is done on a one to one basis and all kinds of disabilities are catered for. Contact Wendy Dorgan: Tel: 020 8943 0796 or 0790 555 6283 Email: wendydorgan@hotmail.co.uk

Tennis at Teddington: the [Teddington ESG Club](#) offers:

- Term-time club tennis group courses including LTA timed tennis matches

- **Camp England** multi-sport and **Tennis England** holiday camps including end-of-week Mini-Olympics competition and singles/doubles tennis tournaments
- 1:1 coaching for adults, and children aged 3-16
- After-school group coaching at local primary schools

Thorpe Lakes Aqua Park: <https://www.thorpelakesaquapark.co.uk>

Trampolining: Weekly trampolining sessions for people with additional needs and disabilities. Sessions are for people of all ages. Whitton Sports and Fitness Centre, Twickenham Academy, Percy Road.
Contact: Lizzy Roberts rise@richmond.gov.uk Tel: [020 8831 6134](tel:02088316134)



ACTIVITIES

Please always check organisations have experience of ADHD and skilled staff

Our activities officer is Amu-Lou Barker. Contact her: sports@adhdrichmond.org Funding for sports can be found from [Aiming High](#) (£140 is available as a bank transfer (receipts must be provided))

Achieving for Children activities list: specific [events for young people](#)

ADHD Richmond Club for Yrs 6-11. Every Monday 15.45-17.15 (not Bank Holidays) at [Whitton Youth Zone](#), Britannia Lane, Whitton TW2 7JX Email: communications@adhdrichmond.org

Activity Station organises fun and exciting [activities for people with disabilities](#) in Richmond across different age ranges, covering a wide variety of interests 07946 774423 Email: activitystation@outlook.com

Chessington World of Adventures: obtain a [disabled pass](#) for your child

Drama Me Too & Co offers workshops which are fun and inspiring and are specifically designed to encourage and enhance creative thinking and bodily awareness as well as develop social and communication skills and build self-confidence. Beginners are very welcome. Free of charge. Contact [Me Too & Co](#). Tel: 07946 646033 Email: info@metooandco.org.uk

Kids Day Out: More [general activities](#) in Surrey

Kids.org may be able to find specific activities for you. Contact RichmondKingston@kids.org.uk or on 0208 831 6179

Marble Hill Park adventure playground – a [fantastic outdoor area](#) for SEN children on Saturday mornings 10 – 12pm for 0-15 year olds.

MouseTrap discounted theatre seats for SEN & carers Email: relaxed@mousetrap.org.uk and ask to be listed under ADHD Richmond

Richmond Mencap [activities for local children with learning disabilities](#) (8 to 17+) Tel: 020 8744 1923 and their [All Stars Club](#) is for 12 to 21 year olds with additional needs & includes pool, table football, art, creative art activities, indoor sports and team games. Meets every Friday 3:30-6:45pm Tel: 020 8744 1923 Email: rmoffice342@gmail.com

[Surrey Explorers](#) runs Talks and Workshops on interesting subjects for children who are curious, motivated and eager to learn beyond the school curriculum and to explore new interests. Sunday mornings each month from 10.30 – 12.30 in Epsom. Open to 7 – 13 year olds £10 per child on the door. Parents are welcome to stay. Their sessions are held at Kingswood House School, 56 West Hill, Epsom KT19 8LG. 10 mins walk from Epsom station.

TAZ holiday activities offers excellent [outdoor learning skills](#) on land and water

Time to Sparkle –If you have a child aged 2 - 5 years attend Time to Sparkle on May 25 and every Friday. If you feel you would like some support with their behaviour, language, concentration or social and emotional and/or physical needs (non-ADHD specific) then go along to the stay and play group at the

Wild Education: runs [Forest School activities](#) encouraging child led play & learning in a natural Richmond environment



MORE LOCAL CONTACTS A-Z

Accessible Transport Unit (ATU) Freedom Passes are available to ADHD children. [Disability and Advice Centre \(DAAC\)](#). 4, Waldegrave Road, Teddington. TW11 8HT Tel: 020 8831 6191 or 020 6191 6097 (general enquiries) Email: accessibletransport@richmond.gov.uk

Achieving for Children (AfC) - [Richmond and Kingston children's services](#) Richmond Council on 020 8891 1411; Kingston Council on 020 8547 5000; Windsor and Maidenhead Council on 01628 683800

ADHD Richmond is a voluntary, independent, non-funded, parent/carer support group for the neuro-developmental condition Attention Deficit Hyperactivity Disorder & all its comorbidities. We hold monthly daytime & evening Talks. We have a [website](#); an open [Facebook](#) page; a closed private [Facebook Forum](#); a [Twitter](#) feed; and a [YouTube](#) channel. Email: communications@adhdrichmond.org

Airports: offer a special [assistance service](#) for those with hidden & cognitive disabilities

Carers Hub Service - led and managed by the Richmond Carers Centre, it's a [group of nine charities](#) working together to provide a gateway to direct support, information and access to services for unpaid carers in the Borough of Richmond

Child and Adolescent Mental Health Service (CAMHS) [Richmond Royal Hospital](#), Kew Foot Road, Richmond, Surrey TW9 2TE. Tel: 020 3513 3238

Children's Centres have Family Support Workers and Children's and Family Workers, who apart from offering general extra help, are also able to help families access specialist support. There are six [centres](#) around the borough

Citizens Advice Bureau: Twickenham: 5th Floor, Regal House. 70, London Road, Twickenham. TW1 3QS Tel: 020 8712 7800 (Monday to Thursday, 10.00am - 3.00pm) Find your [local office](#)

Crossroads Care - charity providing ongoing [support and respite for carers](#) 1, Beverley Court, 26, Elmtree Road, Teddington. TW11 8ST Tel: 020 8943 9421 Email: richmonduponthames@crossroads.org.uk

Crossroads Saturday Club in Hampton during term time provides respite for parent/carers of children and young people with additional needs aged [between 8 and 18 years](#). The club is a safe and secure environment to develop and enjoy social, creative and sporting activities. Tel: 020 8943 9421 Email: richmonduponthames@crossroads.org.uk

Family Information Service offers a [free telephone and internet service](#), dedicated to providing up to date information for parents, parents to be, carers and professionals to help support children Tel: 020 8547 5215 Email: fis@achievingforchildren.org.uk

Family Support Service: works with children aged [0 to 11 years](#), alongside Richmond Borough schools, children centres and other agencies, to deliver a wide range of interventions. Tel: 020 8487 5005

Fastminds Adult ADHD [support group for Kingston and Richmond](#) meets every Thursday 1030-1230 and their evening meetings are every 4th Monday 1900-2100. Email: info@adhdkingston.co.uk

Independent Support Partnership (c/o Richmond AID) help in applying for an EHC Plan or converting from a Statement to an EHC Plan. Tel: 020 8831 6076 Email: independent.support@richmondaid.org.uk

Integrated Service for Children with Disabilities (ISCD) Social Care, Short Breaks Service, Transitions and Family Support Service, Participation and Engagement Service (Young People's Service) are some of the services offered by the ISCD, Windham Croft Centre for Children. 20, Windham Road, Kew. TW9 2HP Tel: 020 8831 6470 Email: dct@richmond.gov.uk

Kingston Carers Network offers support to parents caring for someone with a mental health issue Tel: 020 3031 2757 info@kingstoncarers.org.uk

Legal Advice Service (Richmond) [Free legal service](#). Weekly sessions between 8.00pm and 9.00pm each Tuesday. Tel: 020 8891 2105 (voicemail) Email: rlas@rlas.org.uk

Mencap Richmond aims to improve the lives of children and adults with learning disabilities and their family carers, [provide services and support](#), represent their interests and campaign on their behalf, raise awareness and understanding, promote social inclusion in the community. 342, Richmond Road, East Twickenham. TW1 2DU Tel: 020 8744 1923 Email: laura@richmondmencap.org.uk

Me Too & Co is a parent-led [charity which helps children and young people with additional needs](#), and their families, in Richmond and surrounding areas. Play areas in a friendly and welcoming environment; provide information and emotional support for their families and carers. Free legal service. Tel: 07946 646033 Email: info@metooandco.org.uk Crossway Centre. 306, Richmond Road, East Twickenham TW1 2PD

Moor Lane Centre. [Moor Lane, Chessington](#). KT9 2AA Tel: 020 8547 6527 Email: disabled.children@kingston.gov.uk

National Autistic Society (NAS) Richmond Branch A friendly parent-led group aiming to support families in the borough living with [autism spectrum disorders](#). Tel: 07810 505982 Email: richmond@nas.org.uk

Off The Record is a drop-in and after-school service offering [free information, advice and guidance](#) plus appointment based counselling to children and young people aged 11 to 24 years of age. 2, Church Street, Twickenham. TW1 3NJ Tel: 020 8744 1644 Email: info@otrtwickenham.com

Preparing for Adulthood Programme (PfA) supports young people into adulthood with paid employment, good health, independent living and friends, relationships and community inclusion. First Floor, 30 - 32, Westgate Buildings, Bath. BA1 1EF Tel: 020 7843 6348 Email: info@preparingforadulthood.org.uk Also contact Richmond & Kingston's: [Preparing for Adulthood](#)

Real Talk – [counselling for 5-18 yr olds](#) Tel: 020 8940 8578 Email: real-talk@relatelondonsw.org

Richmond Aid (RAID) Disability, Action and Advice Centre (DAAC). Free service. 4, Waldegrave Road, Teddington. TW11 8HT Reception: 020 8831 6080 Advice Line: 020 8831 6070 Advice, support and information on disability & benefits. Email: advice@richmondaid.org.uk General enquiries email: info@richmondaid.org.uk

Richmond Carers Centre offers [information and support](#) through a helpline and workshops, runs a Young Carers Project that organises trips out for siblings, produces a newsletter, offers complementary therapies and help carers to apply for grants, etc. 5, Briar Road, Twickenham, Middx. TW2 6RB. Carers Support Line: Tel: 020 8867 2380 (Mon to Fri, 9.30am - 4.00pm) 1 to 1 support service available by appointment. Email: info@richmondcarers.org.uk

Richmond Directory has a list of [local organisations](#) providing a range of services

RUILS ([Richmond Users Independent Living Scheme](#)) Family Matters Service is offered to the parents of children and/or young people who have additional needs living in Richmond. A support worker aims to help by listening to parents' worries and experiences in a non-judgmental way. Also offers a befriending service; information on activities and services. Tel: 07963 633 326

School & Family Works – [Families Helping Families](#) - primary purpose is to advance the education and promote the well-being of children who have additional needs and other members of families who are often labelled 'hard to reach'. Therapist & families work together to generate insight into what behaviour means, resourcing each other with new ideas and strategies. Mark Griffiths Tel: 07540 806248 Email: mark@theschoolandfamilyworks.co.uk

Schools in Richmond with [SEN provision](#) We recommend that you visit the school websites for full information

SEN Advocacy: free legal advice on SEN and educational matters. MeToo&Co offers [a SEN Advocacy Clinic](#) which takes place most Fridays from 9.30am to 2.30pm. Appointments can be booked via email to helen@advocacyandmediation.co.uk or by calling 07702 189889

SEND Family Voices (SFV) are a mix of individual parents, plus leads from disability specific support groups and specialist schools; they all offer their time on a voluntary basis and take responsibility for representing the views of a wider group of parents. Their stated mission is "to bring people together into a community to improve services, share support and strengthen the common voice" T: 07469 746145 Email: sendfamilyvoices@outlook.com

Single Point of Access (SPA) is your first port of call to Children's Services including enquiries about CAMHS Tel: 020 8547 5008 Out of hours Tel: 020 8770 5000

SOS!SEN - an [independent resource for special educational needs](#) offers a free, independent, confidential telephone helpline for parents and others looking for information and advice. Help with preparing EHC Plans, interpreting the SEN Code of Practice and official letters, locating independent professional experts, advising how to prepare tribunal appeals and helping with complaints to the Local Government Ombudsman. There is a 'walk-in' advice centre in East Molesey available between 10.15am and 12.15pm on the third Wednesday of each month; please see the website for more details. Fontenay, 11a, Creek Road, East Molesey, Surrey. KT8 9BE Helpline: 020 8538 3731 (Monday to Friday 9.30am — 12.30pm and 2.00pm — 5.00pm) Email: admin@sossen.org.uk

South West London Girls Connect has been created specifically to facilitate networking of parents, as well as girls and women who have an ASD (including Asperger's Syndrome and other similar communication difficulties. Email: swlondongirlsconnect@gmail.com

St George's Hospital, Tooting provides [ADHD services](#) Tel: 020 8725 3727

Springfield University Hospital ([Camhs Tier 3](#)) Tel: 020 3513 5000

Wellbeing Service - Richmond: [offers a range of help and support](#) Tel: 020 8548 5550

Windham Nursery has experience of children with SEN. Tel: 020 8831 6060 Email: info@windham.sch.uk



FURTHER READING

ADDISS (UK national charity) has books, DVDs and gift items. 020 8952 2800 <http://addiss-shop.com/>

CEREBRA offers a [free ADHD lending library](#)

SEN Books is a specialist [bookshop offering literature about ADHD](#), dyslexia, dyspraxia, autism spectrum disorders and other learning difficulties. Tel: 01924 871697 Email: sales@senbooks.co.uk



USEFUL NATIONAL LINKS

[ADDISS](#)

[ADHD Foundation](#)

[The Challenging Behaviour Foundation](#)

[Contact – for families with disabled children \(ADHD\)](#)

[Council for Disabled Children](#)

[Counselling Directory](#)

[Mentally Healthy Schools](#)

[Mind Ed – who can help us](#)

[National Autistic Society](#)

[NICE \(National Institute for Health & Care Excellence\)](#)

[One Place for special Needs \(ADHD\)](#)

[Royal College of Psychiatrists](#)

[SEN Magazine](#)

[SMARTS](#)

[Special Needs Jungle](#)

[The Hyperactive Children's Support Group](#)

[Therapy Directory](#)

[Young Minds](#)



ACRONYMS

- ADHD: Attention Deficit Hyperactivity Disorder.
- AI: Autistic Impairment
- APD: Auditory Processing Disorder; also: antisocial personality disorder
- APE: adaptive physical education
- ASD/ASC: Autistic Spectrum Disorder/Autism Spectrum Condition
- AS: Aspergers Syndrome
- AT: Assistive Technology
- BESD: Behavioural, Emotional & Social Difficulties
- BIP: Behavioral Intervention Plan
- BP: Bipolar Disorder
- CAF: Common Assessment Framework
- CAMHS: Child & Adolescent Mental Health Services
- CAPD: Central Auditory Processing Disorder
- CBT: Cognitive Behavioral Treatment
- CCG: Clinical Commissioning Group
- CD: Conduct Disorder
- CI: Cognitive Impairment
- CMH: Community Mental Health
- CYP: Children & Young People
- DD: Development Disorder
- DSM: Diagnostic and Statistical Manual of Mental Disorders
- DX: Diagnosis
- EFD: Executive Functioning Disorder
- EHCP: Education, Health & Care Plan
- EI: Early Intervention or Emotional Impairment

- EP: Educational Psychologist
- GT/LD: Gifted and Learning Disabled
- HFA: High Functioning Autism
- HG: Highly Gifted
- HI: Hearing Impaired
- IEP: Individual Education Plan
- IRP: Independent Review Panel
- LA: Local Authority
- LDA: Learning Difficulty Assessment
- LLD: Language-based Learning Disability
- LSA: Learning Support Assistant
- MLD: Moderate Learning Difficulty
- NLD: Nonverbal Learning Disability
- NT: Neurotypical
- OCD: Obsessive Compulsive Disorder
- ODD: Oppositional Defiant Disorder
- OFSTED: Office for Standards in Education, Children's Services & Skills
- OT: Occupational Therapist
- PDA: Pathological Demand Avoidance
- PMLD: Profound & Multiple Learning Difficulties
- PRU: Pupil Referral Unit
- PSHE: Personal, Social & Health Education
- PSYCH: Psychologist
- PT: Physical Therapist/therapy
- SaLT: Speech & Language Therapy
- SENco: Special Education Needs Co-ordinator
- SEND: Special Education Needs & Disabilities
- SI: Sensory Integration
- SLI: Speech/Language Impairment
- SPA: Single Point of Access
- SPD: Sensory Processing Disorder
- SPLD: Specific Learning Disability
- SW: Social Worker

- TA: Teaching Assistant
- TAC: Team Around the Child
- TAF: Team Around the Family
- Tourette's Syndrome

You will find a jargon buster [here](#)

This Handbook has been produced by:



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