

Working with Children & Young People (CYP) **Checklist for Innovators**

Best Practice guidance and resources (co-produced with **e-wellbeing Youth Ambassadors**) for involving children and young people in your innovation



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Preparation *Before meeting with CYP*

Best Practice

Target group for innovation

Work with participation group

Testing approach

Consider contacts

GDPR

Ethics

DBS

Consent

Set expectations of sessions, consider participant accessibility, plan for keeping CYP informed

Implementation *While working with CYP*

Consider feedback (verbal, written, drawn, play)

Consider participant needs

Online, in-person, flexibility

Go back to group and/or engage another group

Evaluation *Review insights from CYP*

Keep CYP informed, follow up, recognise contribution

Preparation: Before meeting with CYP

Best Practice guide: The Lundy Model is a conceptual framework for engaging children and young people, and understanding their participation rights. [Click here to view.](#)

Target Group for Innovation: It's important to consider the demographic you want to engage with (e.g. seldom heard groups) and existing research that can support your innovation. For example, the [2021 Children & Young People's Digital Review](#), developed by YMCA e-wellbeing and Health Innovation KSS, shares insight into how children and young people feel digital mental health services can be improved.

Work with Participation Groups: Innovators can engage with children and young people through participation and engagement groups, such as:

Local Authority (e.g. Voice and Engagement Teams)	Voluntary Sector (VCSE) (e.g. a local or national youth charity)	Health (e.g. Integrated Care Board, NHS Trusts)
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Testing Approach: This is an optional step, where you can get an initial 'sample' of input from existing stakeholders (e.g. children of employees within your organisation). However, this is a *sample ONLY* and should not be the only source of data used to inform your innovation.

GDPR, Ethics, DBS, and Consent: When gathering data from individuals external to your organisation, you must have clear understanding and communication about:

- How their data will be used and stored (GDPR)
- How you will ensure your innovation is safe and ethical
- If staff working with them are DBS-checked
- How their informed consent will be acquired



If you are working with people under the age of 16, you must have written parental or guardian consent for them to contribute to your innovation.

[Click here to read more about the law and research with children and young people.](#)

Setting Expectations: Before implementing your data collection, it's important to have clear goals for why you are involving children and young people, what the innovation purpose is, what they will get from being involved, and how they can safely take part. [Click here to access a template for recruiting CYP for innovation feedback.](#)

Implementation: Working with CYP

Best Practice Case Study 1: Little Journey

Currently developing a new digital innovation tool with a focus on engaging neurodiverse children and young people. The development process consists of multiple stages, and CYP are involved throughout. The team utilised existing contacts with schools to recruit participants, and have drawn on experiences working with CYP to ensure the approach meets their needs.



Examples of CYP engagement throughout the development process:

- **Youth-friendly workshops** using written, verbal, art and play techniques
- Direct **communication with participants** about what **content they want** to be included in the quiz tool
- Prototype creation for **participant testing** and **multiple feedback sessions** for **honest insights** from CYP about further development
- Individual usability sessions to **meet participants' access needs**
- **Adaptations at multiple stages** following CYP testing and feedback to make sure the product is **valuable** for the audience

Best Practice Case Study 2: YMCA e-wellbeing

Following the CYP Digital Review, e-wellbeing and Health Innovation KSS developed the [Digital Mental Health Communications Training Programme](#). Three training sessions were delivered across Sussex to over 200 professionals, with all training material co-produced and co-delivered by young people.



Examples of CYP engagement throughout the development process:

- Training was developed as a **direct outcome of recommendations and suggestions** from CYP in the 2021 Digital Mental Health Review
- Sessions were **delivered by young people**, focusing on the topics of Communication, Engagement, and Diversity & Inclusion best practice
- **Resources developed with young people** (including **videos and podcasts**) were used to support delivery of the training
- Young people **led group discussions**, shared case studies, **facilitated activities**, and **gained feedback** from participants during the training

Insight from Young People: Best Practice for Engagement

e-wellbeing Youth Ambassadors share guidance for engaging with children and young people, including communication methods and ways to make young people feel comfortable during feedback sessions.

[Click here to watch the video.](#)



Evaluation: Review insights from CYP

Follow-up and Recognise Contribution: After providing their insights, it's important for participants to know what you have done with the information they've shared, and how it will contribute to your innovation's next steps. [Click here for questions to consider after data collection.](#)

Commitment to continued improvement: the need of your audience may change over time; the needs of children and young people are particularly dynamic. It is good practice for your innovation to have post-development review points where effectiveness is re-evaluated and, where possible, CYP can be involved in the continued improvement of your innovation.

Insight from Young People: Staying Informed

e-wellbeing Youth Ambassadors share why it's important to ensure youth voice is heard, and to keep CYP informed about the progress of your innovation once their input has been collected. [Click here to watch the video.](#)



To find out more about youth participation in the mental health and wellbeing sector, scan the QR code to the e-wellbeing website or [email e-wellbeing@ymcadlg.org](mailto:e-wellbeing@ymcadlg.org)

To learn more about Health Innovation KSS, [click here to access their website.](#)

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