

Quality Statement	Actions for services (look at the 'what can we do' column of the self-assessment section and select actions most relevant and which you wish to prioritise)	Evidence & comments (use the 'how can we evidence what we do' column of the self assessment section for suggestions of the data/ evidence you might collect to show you are working towards, or have achieved, the action)	Plan: this month, within three months, within six months	Completion date	Lead
1. Awareness	We make Hidden Sentence Training available to ALL relevant practitioners	HST occurs monthly, with Reflection Statements to be gathered as a way of re-inforcing learning and improving future training	Monthly training dates	Ongoing	Norm and Julie
	We hold monthly CAPI meetings to ensure that our projects are moving forward and remain on top of current issues. Each member of CAPI is a champion for their services	CAPI minutes and Agendas outline the issues covered by each meeting, which are circulated each month to ensure everyone, including apologies, remain up to date.	Ongoing	Ongoing	Norm
	We intend to adapt the Academic Resource Pack so that students/future practitioners have access to this information in the classroom - as well as trialing the practitioners guide in HST	Consultation has been held with key stakeholders at the University of Tasmania on the possibility of offering such training and practical experience to it's students	12 months		Norm and Jess
2. Identification	We can inform other on the statistics/characteristics/demographics oh children affected by parental incarceration.	HST includes relevant and significant statistical information for practioners.	Monthly		Norm and Julie
	We have posters to display in ALL appropriate facilities, to encourage safe and anonymous self-identification	Hard copies of the posters are available and ready for distribution	3 months		CAPI members
	The multi-agency working allows us, and all other CAPI members, to ensure that our services are understood in a way that allows us to utalise each other in referrals.	We are all available to each other, CAPI minutes reveal the issues that are raised by different organisations and the holistic response by other members.	Ongoing		CAPI members
3. Children's voice	We intend to speak to older children who are still, or have previously experienced parental incarceration. This will give them the opportunity to voice what they with practitioners and communities to know so as to better		12 months		
	HST incorporates children's voices in the training material. Within multiple resources children speak directly about their experiences of parental incarceration.	Training resources are available - Reflection on HST will document reactions to these resources.	Monthly		Norm and Julie
	We will use the Home Work Club and Kids Days to speak to children who are experiencing parental incarceration.	Records of anecdotes, written stories and drawings/visual representations can be collected from these unique events.	12 months		HWC Volunteers
	We have a multi-agency steering group. CAPI members act as a lead, or key point of contact for their organisations to ask questions and seek advice to better their services.	CAPI attendance lists identify the multiple agencies actively participating in this project.	Monthly		Norm and Julie

4. Multi agency working	We provide HST across ALL relevant agencies, providing universal knowledge for holistic practices.	Reflections from HST will provide recordable information on what each agency is taking back to their workforce.	Monthly		Norm and Julie
	We work alongside all agencies involved in the CAPI group to improve services for children at every level of the justice department.	CAPI minutes reflect ongoing conversations surrounding collaborative work and what we can achieve as a multi-agency working group. Projects underway, or in the planning process demonstrate commitment to these	Ongoing		CAPI members
5. Stages of offender journey	We support children to remain in contact with the parent whilst they are incarcerated.	HWC, video visits and Kids days provide opportunities for children to engage with the parents in meaningful ways whilst they are in prison.	Ongoing		HWC Volunteers
	We are working toward multi-agency working that supports children and families at EVERY stage of the CJS.	The members selected for the CAPI group demonstrate the scope of CAPI in touching all stages of the CJS. Their ongoing involvement in the group is evidence of efforts to implement support at these stages.	Ongoing		CAPI members
6. Support & Services	The CAPI steering group provides the opportunity for agencies to understand the overlap in each others services so that they can provide more holistic support.	Having a better understanding of each others services has allowed CAPI members to work collaboratively with clients. E.g. Onesimus connecting with PCYC after recognising that they both had a role to play in supporting	Ongoing		CAPI members
	We are adapting practitioners guides and training packages, to make them relevant to Tasmanian/Australian services, to guide professionals on how to respond to these children and families.	We have been in contact with researchers from a Melbourne University to assist in this process.	Jul-18		Jess
	We actively support and encourage the child/parent relationship during the period of incarceration.	HWC, video visits and Kids days provide opportunities for children to engage with the parents in meaningful ways whilst they are in prison.	Ongoing		HWC Volunteers
7. Challenging stigma	We support and make available the work of other agencies producing age appropriate story books which educate and challenge the stigma surrounding parental incarceration.	HWC children contributing to the development of upcoming stories, and previously released stories are available for free in the prison reception.	Ongoing		
	We are developing an MOU to formalise a relationship between the DOJ and the DOE, to make schools more inclusive and aware in the process of supporting children.	MOU draft complete.	3 months	Oct-17	Norm
	CAPI members being the champion of their services meaning they are a go to for advice/questions/information/change.	CAPI members having completed HST and practice training is a first step in developing experts within each field.	ongoing		CAPI members
8. Building the evidence base	We intend to incorporate the Australian Practitioners guide on the i-Hop website so that other states can learn from our modifications and continue to expand these services.	An Australian Practitioners Guide draft is complete and in circulation for it's trial period.	Jul-18		Jess
	We will be meeting with Dr. Flynn from Monash University to build on our information on the statistics for children and families of incarcerated parents.	Feedback from this meeting was presented to the CAPI group and it's results are being implemented in future plans.	2 months	29th June 2017	Jess

We collaborate with other agencies to better understand the services available to children and the way they are engaging with them.

It would be beneficial to map the stages of the CJS and the consequences/experiences of children at each stage, as well as the services available at each stage.

12 months

CAPI members