

## Format and Guidelines of the CHAPPIE Network (South Wales)

The members of the Child Accident Prevention Practice and Information Exchange (CHAPPIE) Network discussed and agreed on the following format and guidelines for all future network events that are to be held in South Wales.

- **Would you like future network meetings and events to be held in English or Welsh (with simultaneous translation)?**

For South Wales, all events will be held in English, but should a speaker prefer to speak in Welsh then simultaneous translation will be provided.

- **Would you like printed information to be available in English, Welsh or bilingually?**

Printed information will be made available on the website bilingually (where appropriate) and any handouts issued during the network event will be bilingual (where appropriate).

- **Would you prefer future network meetings to concentrate on one topic only? For example, home accident prevention only or road accident prevention only etc.**

Meetings will cover a variety of topics, where possible, but will follow a particular theme. For example, the topic of '*a strategic approach*' could include information from home and road safety practitioners, but still have a wider relevance for all practitioners.

- **For the network meetings, what type of format would be most beneficial to you? For example, would you prefer presentations alone, no presentations, just discussions or something else?**

An overview of the chosen topic will be given by presenters, experts and practitioners at the start of each event. This will then be followed by group discussions. All events will allow opportunities for networking and sharing information.

- **Copies of presentations/handouts/summaries of events and meetings will be placed onto the Children in Wales website. Will this be useful for you?**

Any information relating to presentations and handouts will be available to download from the Children in Wales website within one week of the event (wherever practical).

A summary of the event and any group discussion will also be available to download at this time, again wherever practical.

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- **The purpose of the network is to help practitioners reduce the number of children who are killed and seriously injured by accidents and unintentional injuries. To achieve this, network members should share their expertise, knowledge, practical solutions and experiences.**

Therefore, network members may wish to contact each other. Are CHAPPIE members happy for the following information to be collated and posted onto the Children in Wales website for other network members to view?

- **Name**
- **Job Role and geographical working area**
- **Email address**
- **Current accident prevention activities**
- **Information on how network members can help you**
- **Information on how you can help other members**

The above members' information will be available to view on the Children in Wales website. Members who do not wish their details to be placed onto the website, should inform Karen McFarlane at:

[karen.mcfarlane@childreninwales.org.uk](mailto:karen.mcfarlane@childreninwales.org.uk)

- **Would a web based discussion forum be useful and would you participate?**

Network members have agreed that a web based forum would either not be useful or would not be used. It has therefore been agreed that a web-based forum will not be established.

Any discussion points not addressed through the network meetings are to be sent to Karen McFarlane for general distribution to the CHAPPIE network via email.

The Child Accident Prevention area of the Children in Wales website will host an area for FAQs (Frequently Asked Questions) as requested by network members. The FAQ area will be facilitated and maintained by Karen McFarlane, Children in Wales.

- **What do members want from the CHAPPIE Network?**

The Child Accident Prevention and Practice Information Exchange Network will provide members with the following:

- The opportunity to meet practitioners from other organisations and areas of interest
- Face to face discussions on accident prevention issues
- Up to date information on current initiatives, policies and strategies affecting accidents and their prevention within Wales and where relevant, the UK and internationally
- The opportunity to work in partnerships, share resources and expertise across differing areas of work and localities
- Access to academia and research

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- Information on evidence based good practice
- The opportunity to use their strength in numbers to undertake national lobbying to promote accident prevention in Wales
- The opportunity to create, support and coordinate national campaigns
- The opportunity to help, advise and support other practitioners across Wales and to widen their existing networks within their areas of work

- **How frequently should the network meet?**

The network will hold a Practice and Information Exchange event three times per year for South Wales. The topic of these events will be repeated for the network in North Wales and will be held in the same format. This ensures that all network members across Wales receive the same information and opportunities.

Frequency:        South Wales – 3 meetings per year  
                         North Wales – 3 meetings per year

- **Would an annual conference be of benefit to the network and if so, where would be the best location?**

Each year, on behalf of the CHAPPIE network, Children in Wales will organise an annual conference. The conference should provide an opportunity for network members to bring along non-members in order to inform and influence their practice around accident prevention.

The conference location will alternate each year between North Wales or South Wales.