



About your role and the co-design team

Project Title: Vax4Health: A research project to co-design school vaccination services with people with disability (Phase 2)

Thank you for your interest in being a part of this co-design project. Below you'll find some questions and answers about the project and your role.

What is the goal of the project?

We want to find ways to make vaccine services better in special schools – for students with disability and families, as well as schools and nurses.

How much time do I need to give?

We will work together in **6 workshops** over 1 year. Each workshop will run for **2 hours** in the morning (10am – 12pm) and take place face-to-face in Sydney in a location that's easy to reach. We'll space the workshops 8 weeks apart, giving us time to think and plan before the next one. The workshops will take place in **July, September, November, January, March, and May**. We value everyone's input and aim to build trust and strong relationships; for this reason, we hope everyone can make it to every session.

Please note that these plans may change based on participants' availability and needs. We will seek your input before the process begins and throughout.

What will the workshops involve?

The workshops will be inclusive, interactive, and respectful for everyone. Each session will involve fun and creative activities like storytelling and drawing. Here's the plan for each workshop:

- **Workshops 1 and 2** are about establishing good relationships and building a better understanding of how person-centred practice can strengthen vaccine services.
- **Workshops 3 and 4** are about exploring ideas for resources that could make the vaccine services better for everyone and prioritising the best ideas to move forward with.
- **Workshops 5 and 6** are about developing and refining the most promising ideas that we will then put into action.

Will I be paid?

You will be reimbursed \$120 after each 2-hour workshop, either through cash or a donation to a participating school or organisation. You will be also reimbursed for any reasonable expenses, such as travel costs/parking (up to a maximum of \$50).

Education and health staff will be paid in accordance with institutional policy. This may include in-kind contribution or a donation to a participating school or organisation.

People with intellectual disability and/or autism will also receive an additional \$120 for each workshop to account for 1 hour of preparation time before the session and 1 hour of debriefing, if this extra support is needed.

Who will be part of the co-design team?

The co-design team will be made up of about 16 people. This includes people with intellectual disability and/or autism, parents/carers of young people intellectual disability and/or autism, education staff (such as teachers, principals, and support staff), and health staff (such as nurses, program coordinators, and policymakers). By involving everyone, we hope to make sure that every voice is heard and valued.

What characteristics are important for people to have?

We are looking for people who are:

- Open-minded
- Willing to listen
- Caring and empathetic
- Able to work with a range of people
- Able to value other people's ideas and perspectives
- Respectful of lived experience of disability
- Open to inclusive ways of working together
- Wanting to learn and do new things
- Motivated to make a positive change

What do I need to do as a member of the co-design team?

As a co-design team member and with our support, you can expect to:

- Learn about our research on vaccine services in special schools
- Share your thoughts on what is working well and what could be improved
- Help us decide which things are most important to change
- Come up with ideas to make things better
- Work as a team to turn ideas into new resources
- Refine and test these resources
- Follow our code of care

Our code of care

Our code of care is meant to promote inclusion. After each workshop, we'll ask for your feedback to help us get better as we go.

Our values are:

- Respect each other
- Work together
- Value lived experience
- Make a safe space for talking
- Help everyone participate in a positive way

To achieve this, we'll ask people to:

- Use simple words when talking
- Say the full names of things (no abbreviations)
- Talk slowly and let one person speak at a time
- Feel free to ask any questions (there are no silly questions or answers)

What will I gain from this experience?

- Meet new people
- Be part of a team
- Learn new skills
- Make a positive difference
- May get credit for Continuing Professional Development (teachers and nurses)

How will we support you?

Everyone will be cared for by a great support team of social workers, researchers, and creative individuals. We will provide you with:

- Ongoing support through phone and email if you have any questions or concerns.
- Mentoring and support from a Disability Support Officer (for people with disability).
- Morning teas where group members can get to know each other.
- An information sheet and consent form that outlines your rights.
- A list of free support services should you wish to talk to someone.

What are my rights?

- You can withdraw your consent at any time.
- You can tell us anything to make your participation easier or more comfortable.
- You can participate anonymously or be named as a contributor (tell us your choice).
- During the workshops, what is shared with be kept anonymous.

Questions?

Please contact the project coordinator

- Name: Lexie Young
- Email: ayoung@kirby.unsw.edu.au
- Phone: +61 2 9348 0899