This form is designed to capture the discussions that take place during regular Practice Development sessions. This form can be printed to capture handwritten notes which you then type-up and email afterwards both to Facilitators and to your Partnerships Support Officer at HENRY.

**Areas for discussion could include:** recruitment, referral, retention, crèche, family time, activity breaks, using rewards,parents’ feedback, etc

| **Activity** | **Facilitators’ Reflections & Observations** | **Coordinator’s Reflections & Observations** |
| --- | --- | --- |
| Overall impression of programme or workshop delivery |  |  |
| What has gone well, and why?  *(Encourage self-reflection – what was their input and contribution to successes)* |  |  |
| **Activity** | **Facilitators’ Reflections & Observations** | **Coordinator’s Reflections & Observations** |
| What has gone less well, and why?  *(Draw out the learning and how they will develop, capture in next steps)* |  |  |
| What more could we do to increase:   * awareness and understanding of HENRY among parents and other practitioners? * referral and take-up?’ |  |  |
| Next steps / Actions  *Record the solutions to challenges, how and when they will be implemented* |  |  |