

2018 Current Services Guides for inTune Pathways.

Family and Professional Services.



2018 Family Services Guide



Years 0-Prep Servicing Melbourne and Surrounds

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Welcome!

Thank you for getting in touch to learn more about the comprehensive services we have worked so hard to be able to offer to families and professionals here at inTune Pathways.

We offer a range of support packages, depending on the needs of our clients and in the following pages you'll find these in more detail.

Please take the time to read over the following information carefully in order to assess whether inTune Pathways is a correct fit for you, your family or your Early Childhood organisation.

If you would like more information on our set and/or custom packages or have an enquiry not addressed in this package, please feel free to contact us as per below.

For office hours and scheduling times, please visit our availability calendar at:

<https://app.acuityscheduling.com/schedule.php?owner=14738309>

All contact is responded to within 24-48 hours.

We look forward to working with you.



Kristy Forbes

Director, inTune Pathways

Grad Dip. Ed 2008 BA. 2008 BPsychSci. 2019 | 0438 297 238 |

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| ABN 78 435 698 441



A word about our Director



As both a parent and step parent to four; all at varying ages, stages and abilities, Kristy has an abundance of emotional and practical experience both working with and raising children with unique social, emotional and/or behavioural diversities.

She has an extensive background in Early Childhood Education and Psychology, Primary and Secondary Teaching and working as an Early Childhood behavioural and family specialist.

Kristy is passionate about radical acceptance-assisting others to find the courage and humility to totally accept, understand and celebrate ourselves and others as we are, without the need or intention to fix, change or cure-particularly in regard to children.

Her greatest joy is when families are in tune with each other and regain their joy after periods of strained hope and happiness.

Today she is committed to empowering, supporting, educating and advocating for:

- children and adults on the autism spectrum
- children experiencing social, emotional and/or behavioural challenges
- families of children with a diagnosis, difference or challenge
- educators and early childhood professionals supporting and caring for children requiring extra support

Education:

Swinburne University of Technology

Bachelor of Psychological Sciences

2016-2019

La Trobe University

Graduate Diploma of Education (Middle Years Specialisation) Primary and Secondary Teaching

2008

La Trobe University

Bachelor of Arts- Politics and Culture,Sociology,Literature Film and Art
2005-2008

All packages require an initial in-home or centre based consultation before commencing.

This initial consultation lasts between 1-2 hours and is at a cost of \$90. Should you proceed with one of our many support packages, the price of the initial consultation will be deducted from the overall package. The initial consultation allows us to establish both a history and a foundation to work from. You are invited to discuss in depth the nature of the challenges your child and family face with us before being presented with our recommendations based on the needs that you have which we have both explored and identified together.

You are then free to take your time in deciding whether inTune Pathways is the right fit and feel for your family or Early Childhood centre/organisation.

From here, should you decide to move forward with one of our many packages, you are provided with a customised link which puts you in control of when your appointments are set up. This allows you to have the option to cancel and/or reschedule your appointments via your custom link*.

Please note that it is mandatory for Early Childhood centres and educators to obtain the permission of the families associated with any children being specifically observed for the purpose of support and feedback. Contact will be made with the family to ensure this process by our specialists.

We spend many hours designing plans, sourcing and liaising with appropriate professionals, engaging in professional development, study and research for themselves, sourcing, collecting and ordering equipment and resources, travelling, completing administration work and engaging in consultations. All of this time is included in our package fees.

The way in which we work is unique.

Whilst many families may expect that we move in with a Mary Poppins approach and magically change the unacceptable behaviours of their children, we are wise to understand this is neither realistic or helpful. Our approach is family centred. It is also based around acceptance and commitment.

We accept what we cannot change and we commit to what we can. We understand that children are diverse and unique and there are certain aspects of a child's behaviour that whilst we may feel unacceptable or uncomfortable for us, will be serving a very important purpose for them.

All behaviour, whether judged as good or bad, is a form of communication. Our priority is to listen in the many ways we can, and to understand.

We accept and value neurodiversity. We understand that we all think, feel, perceive, prioritise and process differently and individually. We avoid setting goals that result in carbon copies of our children. We set goals that highlight the incredible strengths and brilliance in each member of the families we work with, because we see and understand the profound impact and influence each family member (extended and immediate) has on a child's development and experience of their world.

We work to come together with Early Childhood professionals, to share knowledge and to scaffold on our learning. We strive to meet others where they are and to guide them where we can in their engagement with the children in their care, but most importantly, to be guided by the children in their care.

And last but not least, we are always:

Creating harmony for
children
and
families
who want to
thrive

&

renewed connections
and
pathways in relationships
with their
early childhood services
that encompass
respect, empathy, resilience
and
value for all.

Family Packages

All of our family support packages include the following:

- Client beginner kit with complimentary time out items and goodies to take care of the needs of parents and carers
- Liaisons with current and previous service providers relevant to your child and family's current needs

We collect as much information from you as possible in order to get a very clear picture of where you've been and how you wish to move forward. This will involve accessing past reports and speaking with past service providers to gather necessary information. This is completely within your control and should you not wish for this process to go ahead, it simply won't-no explanations necessary.

- Advocacy

We advocate for you. We link you with appropriate services and professionals in order to make your daily life more harmonious and to reconnect you with your child and family. We are ready to make those anxious calls and have those difficult conversations with professionals alongside you and to empower you with the skills needed to build your confidence in order for you to manage the trickier parts of parenting in the future.

- An initial support plan for the child and family created in consultation with family

During your initial consultation with us, you will have discussed at length your concerns and challenges. We will construct a beginner support plan with reasonable, achievable and actionable steps which will be revised as needed during the progression of your selected support package term.

- Weekly consultations

We join you, your child and/or your family in the family home on a weekly basis. The number of consultations coincide with the package you purchase. As an example, if you have purchased an intune home 4 package, you will engage in a weekly consultation for a total number of four sessions, each for a one hour duration. Our intune home 8 and 12 packages, however include 8 weekly consultations of 1.5 hours duration, giving you more value for money.

See our package descriptions below for more detail regarding this.

In this time, we discuss how you feel you and your child are progressing. We revisit the support plan put in place-this includes strategies, equipment and any relevant resources. We assess together what seems to be working well and what isn't and we move forward together, making revisions as needed.

- Engagement and observation

We will engage with your child to build trust and rapport and to observe their progress. Regular feedback will be provided. Where appropriate, written referrals and contact will be provided for those families wishing to seek relevant assessment with allied health professionals and primary medical professionals.

- Parent skilling, counselling and education to promote positive parenting.

We are trained and knowledgeable in many approaches to behaviour support. Practical advice and strategies are recommended for your family as needed.

All resources and services provided by inTune Pathways included in package cost.

- Written report

Comprehensive, confidential records are kept when working with our families and an extensive report is provided on completion of your package.

You are welcome to email us at any time within office hours to schedule phone calls as needed at no extra cost, as an addition to your weekly consultations.

Your support plan is unique and is devised based on your family's varying needs. For this reason, there will be many aspects of your plan not listed here that cannot be preempted due to the nature of individuality and diversity in families and children.

In-Home Family Support Packages are priced at the following rates:

inTune Home 4- \$635

This package runs for a total of four weeks and includes four weekly one hour consultations along with the outlined details described above.

inTune Home 8- \$1270

This package runs for a total of eight weeks and includes eight weekly 1.5 hour consultations along with the outlined details described above.

inTune Home 12- \$1906

This package runs for a total of twelve weeks and includes twelve 1.5 hour consultations, unlimited scheduled telephone or Zoom sessions along with the outlined details described above.

Should you prefer an approach that involves the Early Childhood centre your child attends, we have comprehensive family and centre packages combined. These are our in-tune comprehensive packages. Prices are as below and packages include those detailed in the in-home packages above, along with in-centre support packages for educators and other early childhood professionals (detailed in the early childhood centre packages guide available on our website).

Please feel free to discuss these packages with your child's centre where you feel their involvement may be of assistance. In the case of our intune comprehensive packages, the family is solely responsible for purchase and payment, therefore you will be required to make appointments in consultation with your child's educator, regarding their availability.

We accept where provisions have been made to split fees between centres and families as decided and agreed upon by them.

Family attendance at centre based consultations is not required or necessary with the exception of a meeting with all appropriate persons involved to discuss a child's progress.

inTune Comprehensive Packages

inTune Comprehensive 4- \$1270

This package runs for a total of four weeks and includes four weekly 1 hour in-home consultations with families along with four weekly 1 hour centre based consultation with educators and children.

inTune Comprehensive 8- \$2540

This package runs for a total of eight weeks and includes eight weekly in-home 1.5 hour consultations along with eight weekly 1.5 hour centre based consultations.

inTune Comprehensive 12- \$3810

This package runs for a total of twelve weeks and includes twelve 1.5 hour visits, twelve 1.5 hour centre based visits and unlimited scheduled telephone or zoom sessions along with the outlined details described above.

Please contact us to discuss payment options and plans.

Our Commitment

We are committed to working with you to achieve the goals we set together. We are committed to being your advocate and your support. Where you may feel unable or inexperienced at knowing where to begin, which professionals and services may be of benefit to your family and/or child, our specialists are here to guide you through until you ARE able and experienced.

We work to uncover your strengths and to build upon them. As a parent, you have insurmountable character, strength and resilience that is often untapped or undiscovered, but we find, mostly unrecognised by you.

We look forward to making these incredible and exciting discoveries with you.

Please find our calendar here to book in your complimentary skype or telephone call or to go ahead and book an initial in-centre consultation with us.

<https://www.intunepathways.com.au/bookings>

Please refer to the first page of this services guide to locate the various methods of contact.

Cancellation Policy

In the event of a package cancellation, regardless of the time invested, 50% of the package fee will be non refundable.

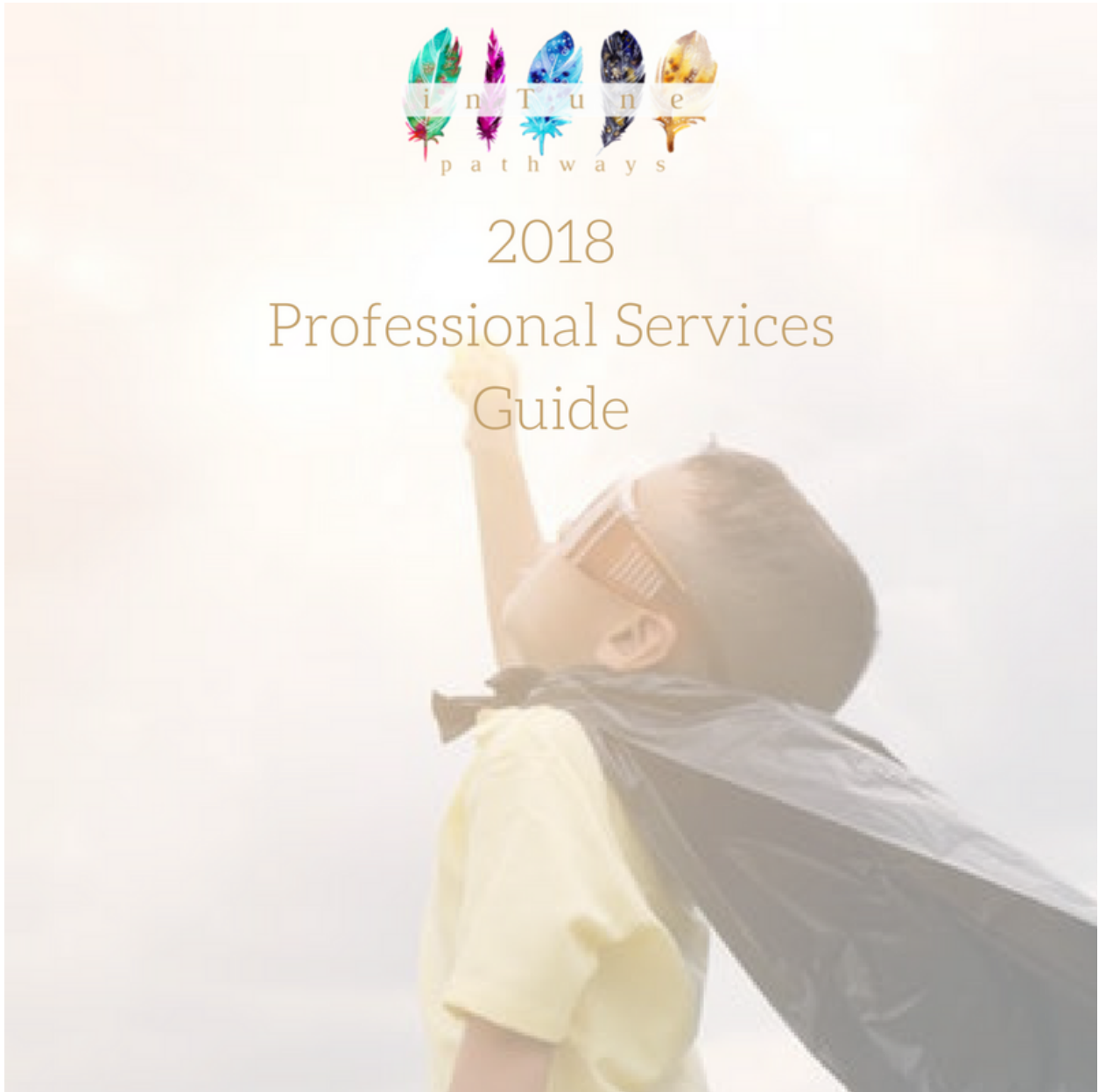
Notice must be given in writing within one week of the intended date of services ceasing and the service provider retains the right to withhold any reports, equipment and resources pertaining to the cancelled package.

Where there are reasonable, uncontrollable or agreed circumstances for cancellation, reports, equipment and resources may be provided. However, the outcome of the appeal is left to the discretion of the service provider.

*Please be aware that any appointment cancellations may result in a waiting period of a number of weeks where there are waiting lists as appointments will often be booked weeks in advance. We require 24 hours notice of appointment cancellation and/or rescheduling in the form of an email, phone call or text message to allow appointments to be offered to families and centres on our waiting list.



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If you would like more information on our set and/or custom packages or have an enquiry not addressed in this package, please feel free to contact us as per below.

For office hours and scheduling times, please visit our availability calendar at:

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All contact is responded to within 24-48 hours.

We look forward to working with you.



Kristy Forbes

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A word about our Director



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She has an extensive background in Early Childhood Education and Psychology, Primary and Secondary Teaching and working as an Early Childhood behavioural and family specialist.

Kristy is passionate about radical acceptance-assisting others to find the courage and humility to totally accept, understand and celebrate ourselves and others as we are, without the need or intention to fix, change or cure-particularly in regard to children.

Her greatest joy is when families are in tune with each other and regain their joy after periods of strained hope and happiness.

Today she is committed to empowering, supporting, educating and advocating for:

- children and adults on the autism spectrum
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Education:

Swinburne University of Technology

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2016-2019

La Trobe University

Graduate Diploma of Education (Middle Years Specialisation) Primary and Secondary Teaching

2008

La Trobe University

Bachelor of Arts- Politics and Culture, Sociology, Literature Film and Art

2005-2008

All packages require an initial centre based consultation before commencing.

This initial consultation lasts between 1-2 hours and is at a cost of \$90. Should you proceed with one of our many packages, the price of the initial consultation will be deducted from the overall package.

The initial consultation allows us to establish both a history and a foundation to work from. You are invited to discuss in depth the nature of the challenges you are facing with us before being presented with our recommendations based on the needs that you have which we have both explored and identified together.

Educators and Early Childhood professionals do not necessarily consult with us regarding any particular child. You are free to decide where you might like guidance and with some simple goal setting and observation of your practice, we can provide you with feedback and strategies relevant to any situation or challenge. In no time you'll be empowered to step back into the incredibly creative, resourceful and capable leader that you always were.

You are free to take your time in deciding whether inTune Pathways is the right fit and feel for your early childhood centre/organisation.

From here, should you decide to move forward with one of our many packages, you are provided with a customised link and you are in control of when your appointments are set up. This allows you to have the option to cancel and/or reschedule your appointments via your custom link*.

Please note that it is mandatory for Early Childhood centres and educators to obtain the permission of the families associated with any children being specifically observed for the purpose of support and feedback relevant to them and their development.

Contact will be made with the family to ensure this process by our specialists.

We spend many hours designing plans, sourcing and liaising with appropriate professionals, engaging in professional development, study and research for themselves, sourcing, collecting and ordering equipment and resources, travelling, completing administration work and engaging in consultations.

All of this time is included in our package fees.

The way in which we work is unique.

Whilst many families and early childhood centres may expect that we move in with a Mary Poppins approach and magically change the challenging nature of certain behaviours of children, we are wise to understand this is neither realistic or helpful.

Our approach is family and/or educator centred. It is also based around acceptance and commitment.

We accept what we cannot change and we commit to what we can. We understand that children are diverse and unique and there are certain aspects of a child's behaviour that whilst we may feel unacceptable or uncomfortable for us, will be serving a very important purpose for them.

All behaviour, whether judged as good or bad, is a form of communication. Our priority is to listen in the many ways we can and to understand.

We accept and value neurodiversity. We understand that we all think, feel, perceive, prioritise and process differently and individually. We avoid setting goals that result in carbon copies of children. We set goals that highlight the incredible strengths and brilliance in each of the educators and/or children we work with, because we see and understand the profound impact and influence each educator has on a child's development and experience of their world.

We work to come together with Early Childhood professionals, to share knowledge and to scaffold on our learning. We strive to meet others where they are and to guide them where we can in their engagement with the children in their care, but most importantly, to be guided by the children in their care. We understand emphatically that Early Childhood professionals and parents are regularly faced with situations, circumstances and challenges that collectively, we are totally unprepared for, untrained for and need significant help with.

Children's brains are changing. The way we engage with children is evolving.

Our neurologies are far more diverse than we have previously recognised and the demand for educators to meet, understand and cater for the many neurodiversities today and moving forward is greater than ever.

It is responsible, compassionate and wise to seek help for ourselves as educators, parents and professionals when working with children today.

We are sculpting the potential we wish to create and manifest in future generations.

And last but not least, we are always:

Creating harmony for
children
and
families
who want to
thrive
&
renewed connections
and
pathways in relationships
with their
early childhood services
that encompass
respect, empathy, resilience
and
value for all.

Centre Based Packages

All of our centre based support packages include the following:

- Educator beginner kit. This includes relevant confidentiality documentation and information specific to the nature of the work we embark on together. This may include but is not limited to: building on relationships with families of children requiring additional support, self care and resilience for the educator, behavioural support strategies, etc.

- Liaisons with current and previous educators relevant to any children and their current needs

Where the consultations are specific to the behavioural support of a particular child, we collect as much information from you as possible in order to get a very clear picture of how you have previously proceeded and how you wish to move forward. This may involve accessing written observations, past program plans relevant to the child and speaking with past educators to gather necessary information. This is completely within your control and should you not wish for this process to go ahead, it simply won't-no explanations necessary.

- Customised training specific to your centre's educational and professional development requirements

Training and professional development is customised and delivered to individuals and/or groups as per requested, specific to the work we are engaging in

- Where applicable, a support plan for the child and educators created in consultation with centre staff directly working with the child

During your initial consultation with us, you will have discussed at length your concerns and challenges.

We will construct a beginner support plan with reasonable, achievable and actionable steps which will be revised as needed during the progression of your selected support package term.

- Weekly consultations within the early childhood setting

According to your selected support package, our specialist joins you and/or your staff within your early childhood setting on a weekly basis. The amount of weekly coincides with the intune package you purchase. As an example, if you have purchased an intune centre 4 package, you will engage in a weekly consultation for a total number of four consultations for the duration of one hour. If you purchase

an intune centre 8 or 12 package, weekly consultations will be for 1.5 hours, giving you more value for money.

In this time, we discuss how you feel you are progressing. We revisit the support plan put in place-this includes strategies, equipment and any relevant resources. We assess together what seems to be working well and what isn't and we move forward together, making revisions as needed.

- Engagement and observation of your practice as an educator (and child, if applicable).

We will engage with and spend time with you to build trust and rapport and to observe your progress. Regular feedback will be provided. Where appropriate, written recommendations and contact will be provided for those wishing to seek relevant assessment with allied health professionals and primary medical professionals. This process, of course involves the engagement and permission of the family.

- Staff skilling, counselling and education to promote positive, peaceful and effective education.

Our specialists are trained and knowledgeable in many approaches to behaviour support. Practical advice and strategies are recommended for your centre as needed.

All resources and services provided by inTune Pathways included in package cost.

- Written report

Comprehensive, confidential records are kept when working with our centres and an extensive report is provided on completion of your package.

You are welcome to email us at any time within office hours to schedule phone calls as needed at no extra cost, on top of your weekly consultations.

Your support plan is unique and put together based on your centre's varying needs.

For this reason, there will be many aspects of your plan not listed here that cannot be preempted due to the nature of individuality and diversity in early childhood education, your unique approach, and the children in your care.

Centre Based Support Packages are priced at the following rates:

inTune Centre 4- \$715

This package runs for a total of four weeks and includes four weekly 1 hour consultations along with the outlined details described above.

inTune Centre 8- \$1350

This package runs for a total of eight weeks and includes eight weekly 1.5 hour consultations along with the outlined details described above.

inTune Centre 12- \$1986

This package runs for a total of twelve weeks and includes twelve 1.5 hour consultations, unlimited scheduled telephone or Zoom sessions along with the outlined details described above.

Should you prefer an approach that involves the family of a child you wish to support behaviourally, socially or emotionally, we also offer comprehensive family and centre packages combined. These are our intune comprehensive packages.

Prices are as below and packages include those detailed in the centre based packages above, along with in-home support packages for the family (detailed in the family packages guide available on our website). Please feel free to recommend these packages to your families where you feel they may be of assistance. In the case of our intune comprehensive packages, the family is solely responsible for purchase and payment, therefore will make appointments in consultation with you as their educator, regarding your availability.

We accept where provisions have been made to split fees between centres and families as decided and agreed upon by them.

Family attendance at centre based consultations is not required or necessary with the exception of a meeting with all appropriate persons involved to discuss a child's progress.

inTune Comprehensive Packages

inTune Comprehensive 4- \$1270

This package runs for a total of four weeks and includes four weekly 1 hour in-home consultations for the family along with four weekly 1 hour centre based visits for educators and children.

inTune Comprehensive 8- \$2540

This package runs for a total of eight weeks and includes eight weekly in-home 1.5 hour consultations along with eight weekly 1.5 hour centre based visits.

inTune Comprehensive 12- \$3810

This package runs for a total of twelve weeks and includes twelve 1.5 hour consultations, twelve 1.5 hour centre based consultations and unlimited scheduled telephone or Zoom sessions along with the outlined details described above.

Please contact us to discuss payment options and plans.

Our Commitment

Early Childhood professionals are, we believe, to be commended for the tireless effort and energy they extend and expel on a daily basis to contribute holistically to each child's development across all areas. We proceed in our work with them with compassion, empathy, grace and understanding but most importantly, absolutely without judgement.

We are committed to working with you to achieve the goals you set together. We are committed to being your advocate and your support. Where you may feel unable or inexperienced at knowing where to begin, which approaches and services may be of benefit to you as an educator, for your educators and/or children in your care, your specialist is here to guide you through until you ARE able and experienced. We work to uncover your strengths and to build upon them. As an educator, you have insurmountable experience, resilience, creativity and drive, that is often untapped or undiscovered, but we find, mostly unrecognised by you.

We look forward to making these incredible and exciting discoveries with you.

Please find our calendar here to book in your complimentary skype or telephone call or to go ahead and book an initial in-centre consultation with us.

<https://www.intunepathways.com.au/bookings>

Please refer to the first page of this services guide to locate the various methods of contact.

Cancellation Policy

In the event of a package cancellation, regardless of the time invested, 50% of the package fee will be non refundable.

Notice must be given in writing within one week of the intended date of services ceasing and the service provider retains the right to withhold any reports, equipment and resources pertaining to the cancelled package.

Where there are reasonable, uncontrollable or agreed circumstances for cancellation, reports, equipment and resources may be provided. However, the outcome of the appeal is left to the discretion of the service provider.

*Please be aware that any cancellations may result in a waiting period of a number of weeks where there are waiting lists as appointments will often be booked weeks in advance. We require 24 hours notice of appointment cancellation and/or rescheduling in the form of an email, phone call or text message to allow appointments to be offered to families and centres on our waiting list.