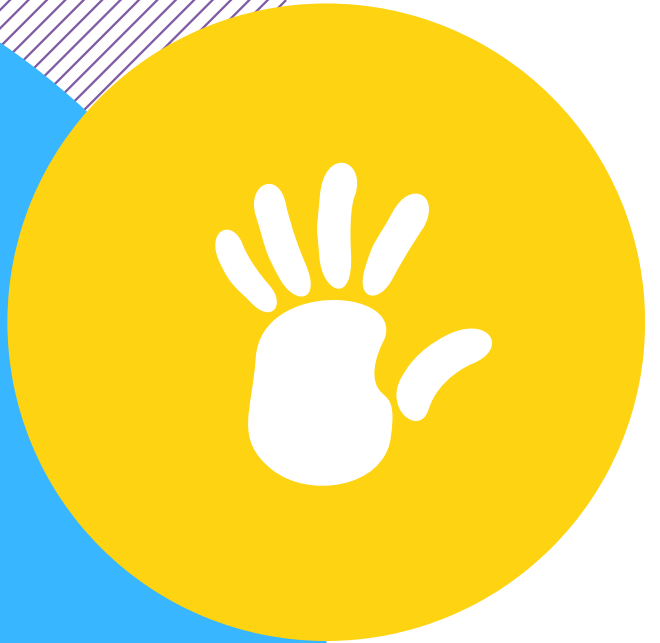
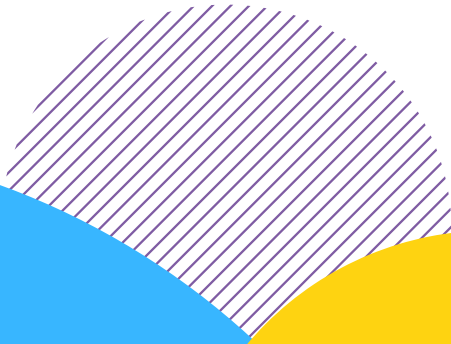
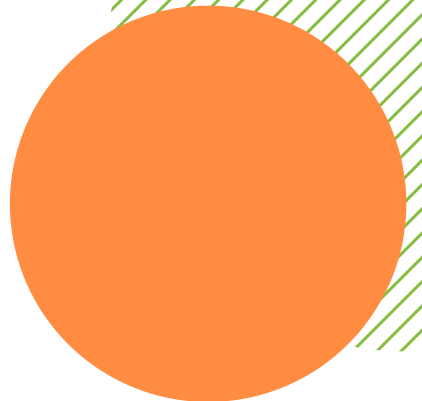




**Data for Children**  
**Collaborative**



# Youth Participation Project Workbook



THE UNIVERSITY  
of EDINBURGH



**Data-Driven  
Innovation**

Part of the Edinburgh & South East Scotland City Region Deal



THE UNIVERSITY  
of EDINBURGH



# Definitions

## Adolescent

- Refers to anyone aged 10-19

## Adolescent Participation

- When adolescents (individually and/or collectively) form and express their views and influence matters that concern them directly and indirectly

## Child

- Refers to anyone under the age of 18

## Civic Engagement

- Any individual or group activity addressing issues of public concern

## Equity Approach

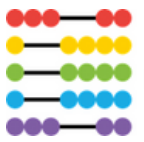
- Designing and implementing programmes so that all adolescents, especially the most vulnerable, have an opportunity to express their voice and influence matters that are important to them

## Meaningful Participation

- Meaningful participation is when adolescents have an appropriate **space** to form an opinion, when they can **voice** such opinions, have an **audience** which listens to them and eventually **influence** decisions. See the [Lundy model](#) for more information.

## Youth

- Refers to anyone aged 15-24



# Youth Participation

Youth participation is one of the key steps in our [Responsible Innovation](#) framework. It is important to us that any and all engagement we have with children and young people is [meaningful](#) and valuable – for both us and them. That is why we have created a **Why Statement** for the Collaborative, a clear guiding principle to steer our youth engagement strategy across our projects and operations. It helps us to pursue valuable interactions with children and young people that have a clear purpose.

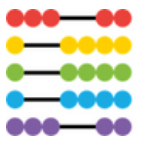
## Our Why Statement:

The Data for Children Collaborative seeks to engage young people because we believe that, in order to improve outcomes for young people, you must involve them in building the solutions.

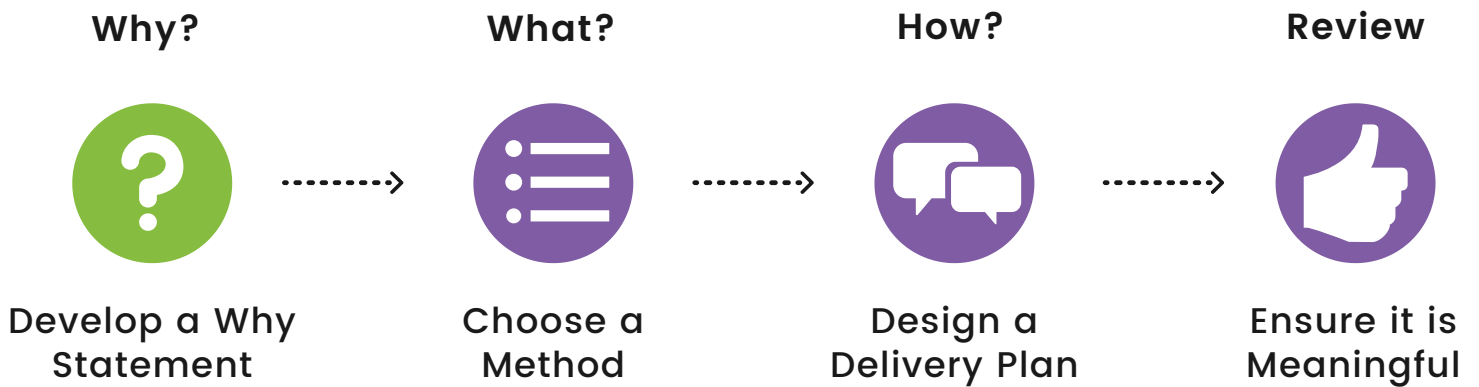
Children and young people will:

- Help us ensure that the outputs of our work are appropriate
- Hold us accountable across our activities
- Help us shape the future goals, targets and ambitions for the Collaborative

This workbook will guide you through the **why, what and how** of facilitating meaningful youth participation. It will allow you to create your own **Why Statement**, help you to choose an **appropriate method** of youth participation and develop a **delivery plan** that is suitable for your project.

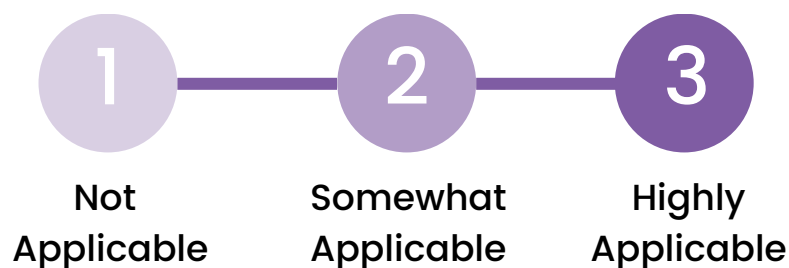


# Develop a Why Statement

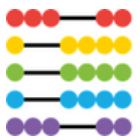


We have created a set of questions that will help you to develop your **Why Statement**. This will serve as your guide and rationale when choosing and facilitating youth participation for your project.

Each question requires a score from 1-3:



When scoring your project, think about its scope and objectives as well as the intended impact on children. It may also be helpful to consider what the **value add for young people** would be in your project. Remember, we want youth participation to be **meaningful**. You can refer to the [Lundy Model](#) for more information and guidance on meaningful youth participation.



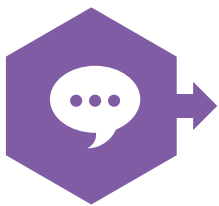
When scoring your answers, you should consider:

What is the value add for **young people** across these stages?  
What is the value add for **the project** across these stages?



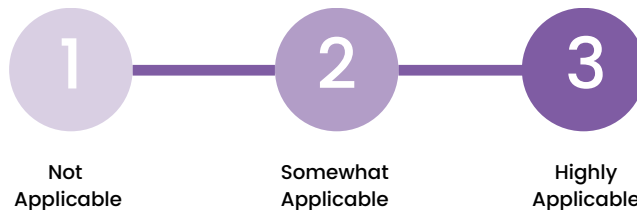
### Outputs

Young people will interact directly with the outputs of this project.



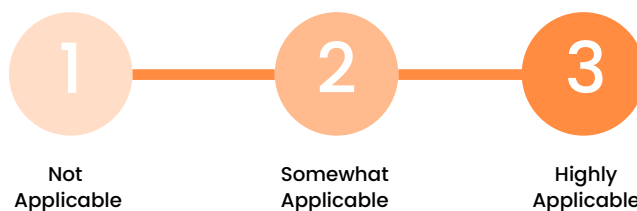
### Inputs

Young people will be required to directly input to the project. Young people's views will be represented in the inputs. (E.g. via surveys)



### Context

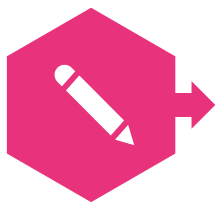
Young people will be able to provide additional insight around the context of the project. (E.g. geography, subject matter)





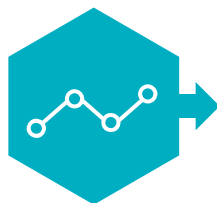
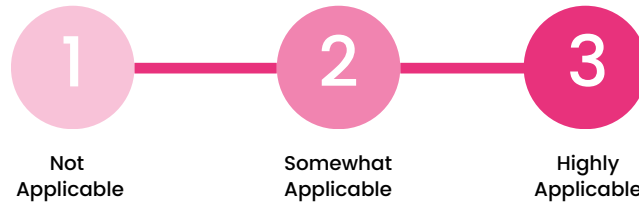
When scoring your answers, you should consider:

What is the value add for **young people** across these stages?  
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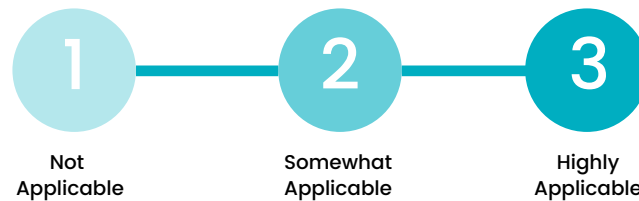
## Design

Young people will be able to contribute to the overall project design.



## Delivery

Engagement with young people will support the delivery of the project and/or successful implementation of the outputs.

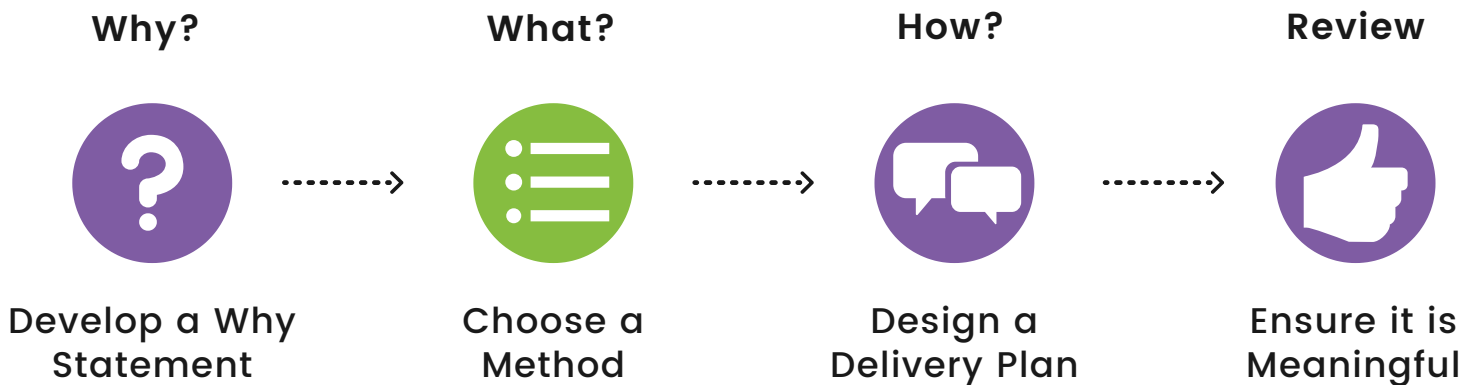


**Based on your scores, why should young people participate in your project?**

Your Why Statement!



# Choose a Method



Now that you have created a Why Statement, the next step is to discuss **what** type of youth participation would be most appropriate. for your project. Our team will work with you to discuss the various options that are available.

We will help you to plot your project on our Participation Matrix. This tracks different methods of youth participation against two key requirements:



**Design & Delivery**

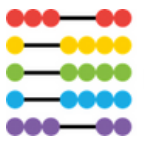
This focuses on a need for youth participation to provide specific knowledge and context of a topic. For example, lived experience of being at school in a specific region.



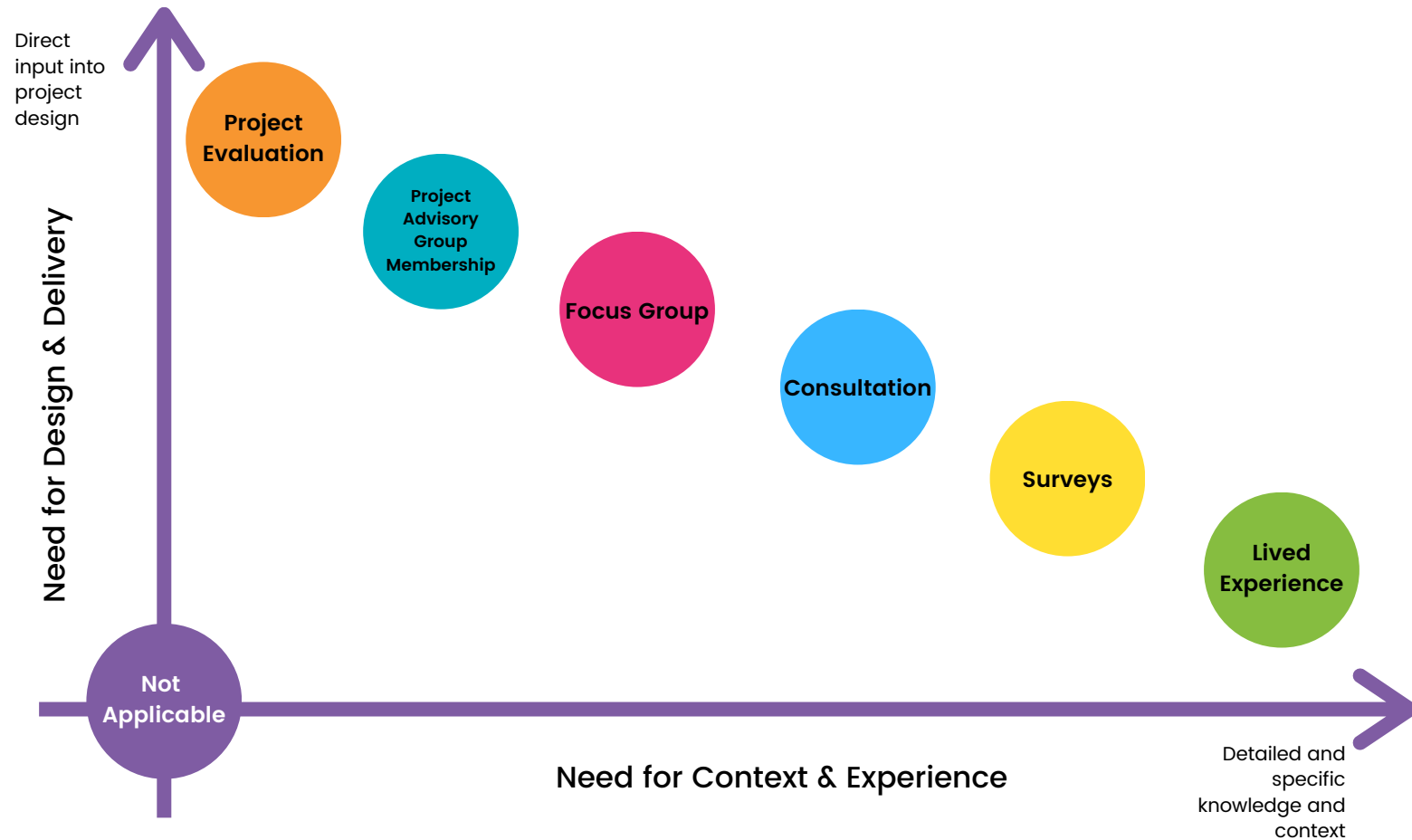
**Context & Experience**

This focuses on a need for youth participation to aid, advise and influence the design and delivery or a project. For example, how an output or a tool will be used.

We will also help you choose a **mode** of participation. These are different types of facilitation method that vary in the level of youth engagement required throughout the process.



# Participation Matrix



## Modes of Participation:

### No Participation or Unethical Participation:

- Little or no opportunity for young people to express their views

### Consultative Participation:

- Adult initiated, led and managed
- Recognises the added value that young people's perspective, knowledge and experience can contribute

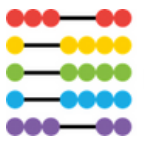
### Collaborative Participation:

- Adult initiated
- Involves partnerships with young people
- Enables young people to influence or challenge processes and outcomes

### Adolescent-Led Participation:

- The issues of concern are identified by young people themselves
- Adults serve as facilitators rather than leaders
- Young people control the process and the outcomes





# Participation Methods

## Project Evaluation

**What?:** An assessment of the project design, delivery and outputs at the close of a project

**Why?:** Input from young people to hold the project accountable to its initial objectives

## Project Advisory Group Membership

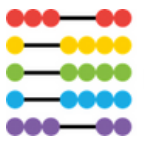
**What?:** Youth representatives to join regular project update meetings and engage directly with the project team

**Why?:** Regular input and discussion around project design, delivery, progress and objectives from a young person's perspective

## Focus Group

**What?:** Focus group with appropriate youth representatives to discuss a given topic/theme/objective

**Why?:** Input and advice from a variety of young people on a given topic



# Participation Methods

## Consultation

**What?:** A workshop/discussion to determine whether the project design is appropriate and proportionate to the project aims

**Why?:** Young people's steer and direction from project initiation

## Survey

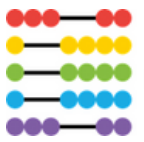
**What?:** Survey to capture a broad range of opinions on a given topic/theme/objective

**Why?:** Breadth of understanding of young people's opinions

## Lived Experience

**What?:** Presentation from appropriate youth representatives on their lived experience in relation to your project topic/theme/objective

**Why?:** Detailed knowledge about specific project context from a specific youth perspective



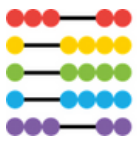
# Choose a Method

Which method of participation is most appropriate for your project, and why?

A large yellow sticky note with a purple pen icon in the top left corner, intended for writing an answer to the question above.

Which mode of participation (e.g. consultative, adolescent-led) is most appropriate for your project, and why?

A large yellow sticky note with a purple pen icon in the top left corner, intended for writing an answer to the question above.



# Design a Delivery Plan

Why?



What?



How?



Review



Develop a Why Statement

Choose a Method

Design a Delivery Plan

Ensure it is Meaningful

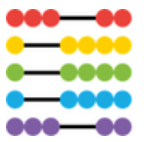
Now that you have created a Why Statement and confirmed your preferred method, it is time to think about how you will incorporate youth participation into your project. We will work with you to design a **delivery plan** that details how youth participation will be facilitated.



Safeguarding

Some methods of youth participation, such as those with direct contact with children, may require you to participate in additional safeguarding training.

The Collaborative will help to facilitate this training as and when appropriate. Please note that all teams are still required to undergo our data-specific safeguarding training as standard.



# Delivery Plan Template

Approach Chosen

Methodology/Delivery Plan

Age Range

Reasoning

Prior Knowledge Required?  
Yes/No

Details

Specific Country of Interest?  
Yes/No

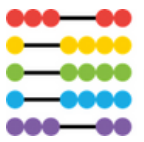
Details

Method of Identifying Suitable Youth Attendees

Team Training Required?

Resources Required

Responsible Contact/YE Lead



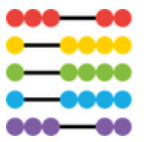
# Delivery Checklist

Ethical participation must adhere to the nine basic requirements for effective and ethical participation that are outlined by the Committee on the Rights of the Child in the [General Comment No. 12](#) on the child's right to be heard.

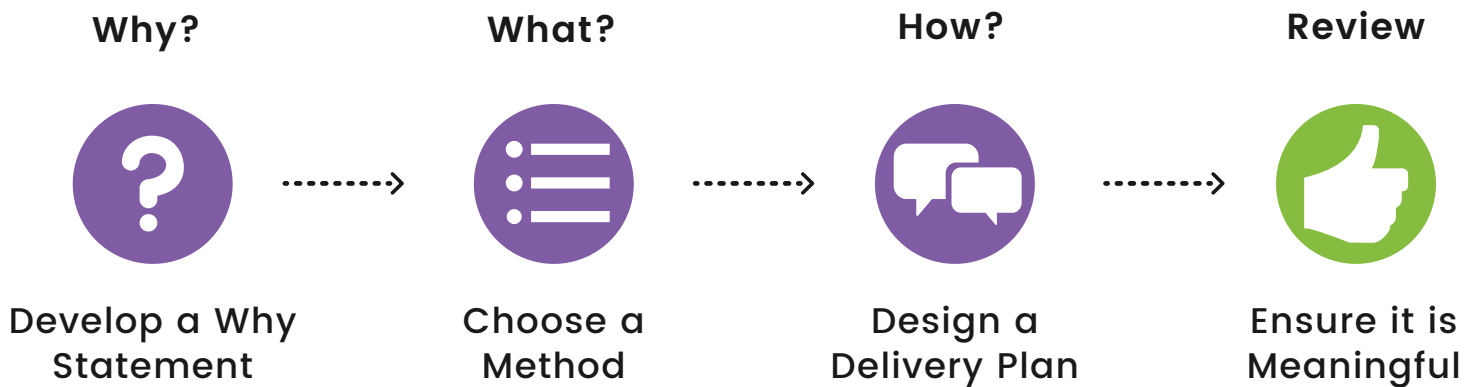
You should reference each of these nine requirements in your delivery plan.

- Transparent and Informative
- Voluntary
- Respectful
- Relevant
- Child-Friendly
- Inclusive
- Supported by Training
- Safe and Sensitive to Risk
- Accountable





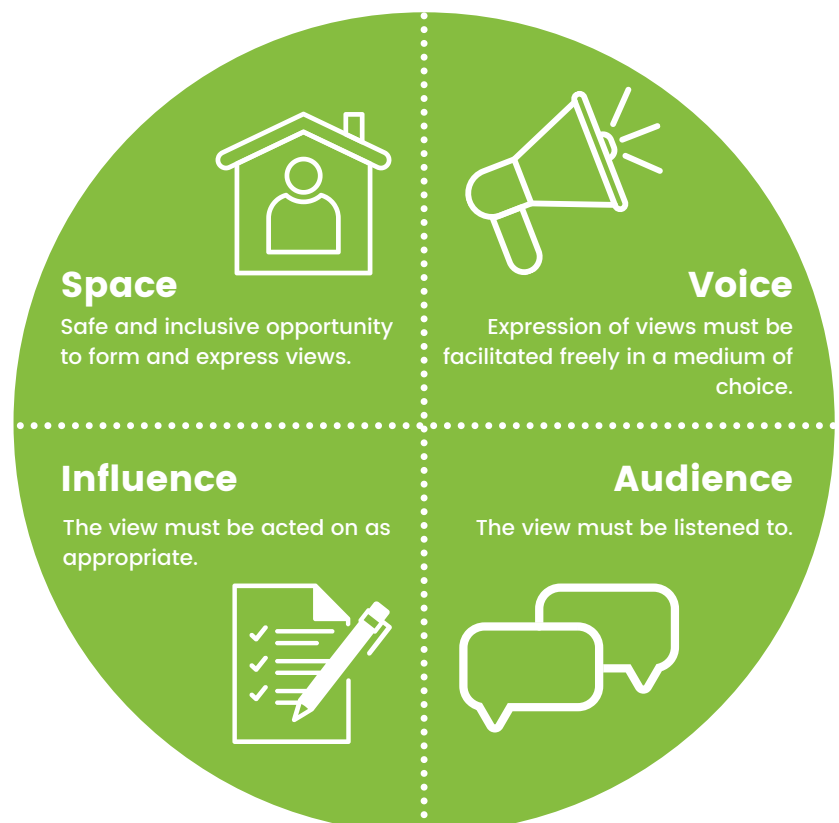
# Ensure it is Meaningful

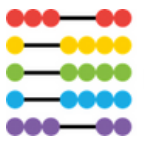


Now that you have designed a delivery plan, it is important to take time to review whether your proposed activity will be meaningful for everyone involved.

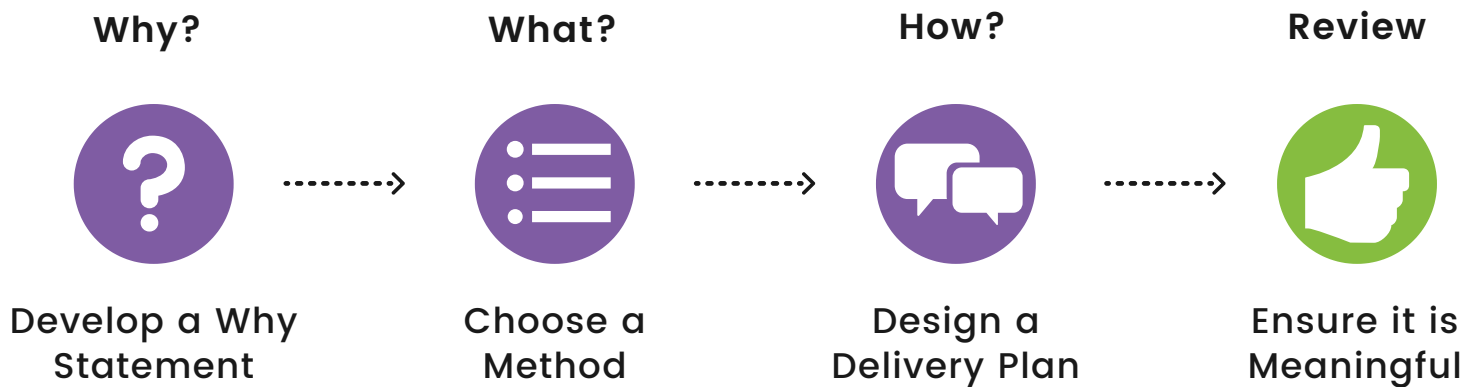
Remember, **meaningful participation** is when adolescents have an appropriate **space** to form an opinion, when they can **voice** such opinions, have an **audience** which listens to them and eventually **influence** decisions.

The Data for Children Collaborative team will use these four key components of the Lundy Model to review your delivery plan.





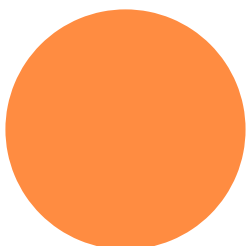
# Reflecting on the Process



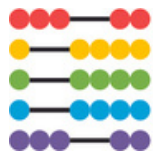
At the Collaborative we believe that it is important to allow young people to hold us accountable across our activities. Part of this process involves engaging with young people to periodically review our youth participation approach and progress.

As part of the project close-out we will open a discussion with the whole team about the chosen youth participation method, and how this worked for the project. We will also seek feedback from the young people involved in the project about how they found the process.

We will then deliver your feedback to our youth representatives to review, helping us continue to tailor and better our approach to youth participation across our wide variety of projects.







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