

LOCAL YOUTH XPERTS

MENTAL HEALTH &
LEISURE ACTIVITIES

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THE PROJECT IS FINANCED BY THE EUROPEAN YOUTH FOUNDATION





INFORMATION FOR ALL THE TOOLS

Who can benefit from the tools

- decision-makers in the municipal council, the executive committee, the heads of childhood and youth services board, or other main committees
- service managers, headteachers, project leaders, or advisors in the municipal administration

Those who are invited must receive understandable, engaging information about

- what the theme is and what the answers will be used for
- who is wondering about this and why these questions are being asked
- how the answers will be used

The responsibility of decision-makers when collecting answers from children and young people

- ensure that the participants receive a greeting or a video as thanks for taking part
- ensure that the participants know how they can get in touch if they have more to contribute or are wondering about something
- ensure that the participants are told how the answers they have contributed have been used as the basis for the decision and what weight it has been given. This can be done through a text, an audio file, or a video
- publish on the municipality's website or social media how the answers have been used as the basis for the decision and what weight it has been given

01 QUICK ADVICE FOR DECISION-MAKERS

Purpose of the tool

The tool helps decision-makers/the administration collect answers from a group/selection of children/young people they are obliged to collect answers from in a case that affects them. In the field of mental health, this could, for example, be young people who have had contact with the public health nurse, who use the municipality's low-threshold services, or who use the municipality's youth clubs. This can be done using the ready-made questionnaire tool Mentimeter. decision-makers or the administration can quickly collect answers to concrete questions.

What the tool can be used for

- Decision-makers can ask the municipal administration to quickly collect answers from groups/selections of children/young people on one or more questions
- Employees in the municipal administration can quickly collect answers from groups/selections of children/young people in the municipality as part of preparing cases for political or administrative decisions

Which children and young people can take part

- Questions can be sent to several groups of children/young people to whom the decision applies, in order to collect answers from many in a group/selection
- Questions can be sent to one group of children/young people over a period of time, to see whether the answers change if what the question concerns changes. This can, for example, be done once a month or every other month

USER GUIDE

Mentimeter is a ready-made questionnaire tool. The questions to be asked to children/young people are added on the website. The website generates a code that participants need in order to answer the questions. The code is valid for a maximum of 14 days.

Themes that can be asked about

- How children/young people experience the public health nurses
- How safe children/young people feel when using the municipality's bus services
- How safe children/young people feel in the district/municipal centre
- How children/young people experience the municipality's leisure activities
- What advice children/young people have for a specific service
- Where a new youth club/sports hall, etc., should be built
- What a new youth club/sports hall, etc., should contain
- What opening hours youth clubs/low-threshold houses, etc., should have
- Which services for children/young people the district/municipality should start up
- Which summer activities for children/young people the municipality should offer
- What is important for children/young people to want to stay living in the municipality

Remember when the questions are added to Mentimeter's website

- Ask few questions, long questionnaires do not work
- Have several response alternatives, not only "yes" and "no"
- Remember that the response alternatives must be simple and understandable
- Create the possibility for open-ended answers on some/a number of the questions

Who the link to Mentimeter can be sent to

The Mentimeter link is sent to the group(s) of children/young people who are going to express their views, for example:

- All children/young people in one or more year groups
- All children/young people in a district/part of the municipality
- Groups of those who use the General Practitioner
- Groups of those who have been several times with the public health nurse
- Groups of those who use low-threshold services in the municipality
- Groups of those who have been to the youth club in the past year
- Groups of those who took part in the Youth Cultural Gathering last year

02 DIRECT LINE TO DECISION-MAKERS

Purpose of the tool

The tool helps create a shorter distance between children and young people aged 13-20 and decision-makers or leaders in the administration who make decisions that concern children/young people in the municipality. Decision-makers get the opportunity to ask direct questions to groups of children/young people, and children/young people get the opportunity to give direct advice or ideas to adults who make decisions that concern them. This is done using an app or a website.

What the tool can be used for

- decision-makers/other decision-makers provide information directly to children/young people
- The mayor, the chair of the heads of childhood and youth services board or another board/committee, the childhood and youth services manager, etc., can send out questions directly to a group of children/young people
- Children and young people can send advice or ideas directly to decision-makers
- Children/young people can read previous questions and answers

How information about the app/website is provided

To children and young people aged 13–20 who have been in contact with help services, youth clubs, or who take part in cultural activities

Which children/young people can be asked

Questions can be sent to several groups of children/young people to whom the decision applies, in order to collect answers from many in a group/selection

USER GUIDE

How children and young people can register

- Children and young people can register on a website; they can register their name, age, phone number, which area of the municipality they live in, school year, and which help services they have experience with

How questions can be sent out

- The municipality can use an already existing programme to send out questions
 - Google Forms
 - Questback
 - Nettskjema.no
 - SurveyMonkey
- The link to the questionnaire can be sent out via
 - public health nurses
 - help services
 - directly to the phone numbers of young people who have registered

Who the questions can be asked to

- All children and young people
- All who have registered that:
 - they are a certain age
 - they live in a certain area
 - they are in a particular school year
 - they have experience with the School Health Service
 - they have experience with the Municipal Health Centre
 - they have spent a lot of time at youth clubs

A question is sent out, children and young people receive a notification

- The mayor / the chair of the heads of childhood and youth services board sends out a question, information about why this question is being asked now, and information about what the answers will be used for
- Children and young people who are registered receive a text message with a link

After the decision has been made

- The mayor / the chair of the heads of childhood and youth services board sends a notification to everyone who submitted input, explaining how the input from the young people has been included

WHEN YOUNG PEOPLE SUBMIT ADVICE OR AN IDEA

How the advice or ideas can be submitted

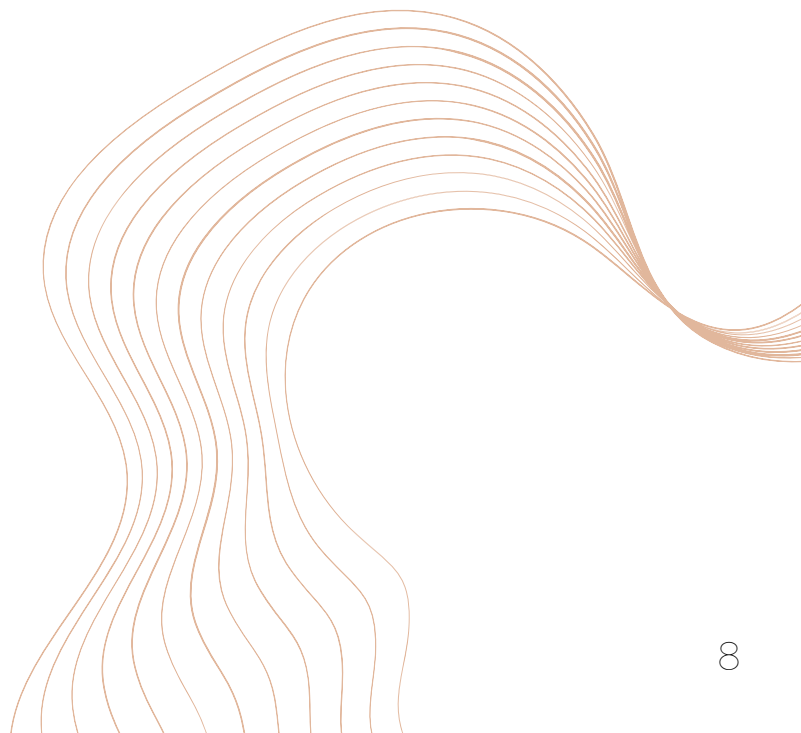
- A link to a form is posted on Teams or Visma
- The form is also posted on the municipality's website

Choosing whether to be anonymous

- Everyone who wants to submit advice or ideas must log in with BankID, MinID, or Feide
- They can choose whether to submit anonymously or not
- They can choose whether the advice or idea can be made visible for others to see
- Someone in the municipality filters out joke or irrelevant submissions before the decision-makers receive the questions

If the mayor or another politician comments:

- When the mayor has thanked and/or commented, the person who submitted the input receives a notification
- The mayor can choose to respond in writing or in a short video
- If the child or young person has approved it, the advice or idea is posted where everyone can see it



03 DECISION-MAKERS GO OUT TO MEET CHILDREN



Purpose of the tool

The tool helps create direct contact between decision-makers and others who make decisions that concern children/young people in the municipality and the children/young people whom the decision concerns. Decision-makers travel out to meet groups of children/young people affected by a decision, ask questions, and talk. The aim is to collect advice and ideas from children and young people on specific themes, connected to specific matters being worked on. The adults must want to listen, understand, and learn from the children/young people

What the tool can be used for

- Decision-makers can go out to places where children/young people under 18 are. They visit groups of children they need viewpoints from in order to make good decisions on behalf of children and young people
- Children and young people under 18 are invited to contribute advice and ideas for creating the best possible municipality for those who will live in the municipality in the future

Which children/young people can be visited

- Decision-makers can visit exactly the group(s) of children/young people whom a case or a decision concerns, aged 0-18

USER GUIDE

Places decision-makers can go out to

- Schools or kindergartens
- Leisure activities run by volunteers
- McDonald's, Burger King, or other cafés/eating places
- Events for children and young people in the municipality
- Youth clubs and low-threshold houses
- Bus, train, petrol stations, or other open meeting places

Themes that can be asked about

- What makes kindergartens feel safe for children
- What is good and what is not so good in the school or kindergarten
- What the municipality can do so that fewer children/young people struggle with mental health
- How the School Health Service can become even better for children/young people
- Services the municipality needs in addition to what clubs and organisations provide
- How schools can better meet children/young people who are struggling
- What schools can do so that fewer young people in the municipality abuse drugs
- How decision-makers/the administration can make it possible for more children/young people to get involved
- Which climate and environmental measures the municipality should prioritise
- What is good and not so good about living in this municipality

Information and invitations

Information that the decision-makers are coming can be sent out in advance to the children and young people at the place where the decision-makers will go. This can be done through posters, information sent to leaders who read it aloud to the children/young people, digital platforms, or a short film the children/young people can watch where the decision-makers explain why they are coming.

What is important for the decision-makers before they go out

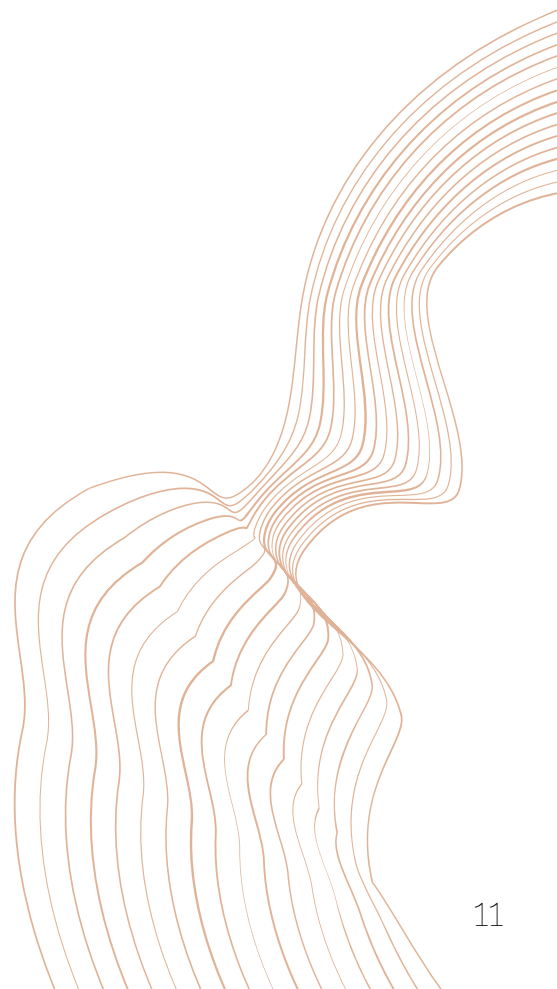
- Receive a short training session from young people, with tips on what they can do to make it as safe as possible for children/young people to talk with them
- decision-makers who are going together talk about how they can make it as safe as possible for children/young people and how they can help each other create a safe atmosphere

How to carry out the actual meeting with children/young people

- Start with one or more short games/energisers to get to know each other a bit
- Give direct information about why they are coming and what the answers will be used for
- Invite children/young people to answer in conversation, possibly in small groups with one or two decision-makers in each group. There can be tables with different themes that the young people feel safe talking about, and the decision-makers move from table to table
- Explain why the decision-makers want input and advice from children/young people, and how they can give input and advice at other times throughout the year

The decision-makers' responsibility after they have received advice and ideas

- Leave information about how children/young people can get in touch if they have more to contribute or are wondering about something
- Publish information on social media about how the opinions and advice from the young people have been taken forward and how they have been given weight when decisions are made



04 DECISION-MAKERS ASK, YOUNG PEOPLE ANSWER

Purpose of the tool

The tool is a digital survey on a website created by young people. It can help decision-makers and the administration collect answers from groups of children/young people that those who are going to make decisions are obliged to collect answers from before decisions that affect them are made. With this tool, the municipality can relatively quickly secure "fresh" knowledge from children/young people before a decision is taken.

Which children/young people can take part

6-20 years old

What the tool can be used for

- Decision-makers can ask the administration for answers from groups of children/young people on concrete questions, possibly with elaborations
- Employees in the municipal administration can collect experiences and advice from groups of children/young people in the municipality as part of preparing cases for political or administrative decisions
- The answers will ensure that the municipality receives "fresh" knowledge as a basis for decisions

The advice can be collected using

- Google Forms
- Questback
- Nettskjema.no
- Norsk Gallup
- SurveyMonkey

USER GUIDE

Who the digital survey can be sent out to

- All in a certain age group/year group
- All who have visited the public health nurse / the Municipal Health Centre for adolescents
- All in a year group in municipal leisure activities
- All who have visited low-threshold houses
- Groups of children/young people who use youth clubs
- Groups of children/young people who take part in municipal summer activities

Posted on a website designed by young people

- A website is designed by young people with knowledge of what feels good and engaging for many children/young people. The design and the questions must be adapted to the age group that is invited to answer
- Surveys can be posted daily, weekly, monthly, or in periods
- A link to the survey can be sent regularly to the same group of children/young people if the municipality wants more input from the same groups
- A link can be sent to different groups of children/young people during a week to collect answers from more children/young people in the municipality

Ideas to ensure the surveys engage children/young people

- Post a short, slightly funny video explaining that the municipality needs answers from children/young people and why it is needed. Explain that the adults know that young people are the future, and therefore they want to make good decisions for children/young people
- Include some slightly well-known people to talk about and recruit for the survey on Snapchat, TikTok
- Advertise on social media, the advertisement pops up on young people's phones

Information that must be given at the start of the survey

- A short video explaining why the answers are needed and what they will be used for
- That the survey is anonymous and no one will know who is responding
- That participation is voluntary

Possible themes for the survey

- What schools can do to improve well-being
- What schools can do to reduce absence from school
- How children/young people experience the School Health Service, low-threshold services, or leisure activities
- Which leisure activities children and young people want in the municipality
- How the mental health services in the municipality should be
- What it takes for young people to want to live in the municipality when they grow up
- What schools can do so that fewer young people in the municipality need to use violence, abuse drugs, or commit other criminal acts



05 YOUTH TEAM GOES WHERE YOUNG PEOPLE ARE

Purpose of the tool

Decision-makers or the administration collect experiences, advice, or concrete solution proposals from children/young people by sending out a group of young adults from the municipality/district. These are young adults whom many children/young people trust. They receive the theme and questions from those who are going to make decisions or prepare the basis for decisions. The aim is to give decision-makers answers from a group or a selection of children/young people whose opinions they need to hear in order to make correct decisions.

What the tool can be used for

- Collect experiences, advice, or solution proposals from young people in the places where they are, by having trusted young adults go out
- Help ensure that young people experience that their experiences and advice about the school, services, or activities in the municipality matter to those who make decisions

USER GUIDE

Who can be in the Youth Teams

Young adults aged 18–25, who many children/young people trust, are divided into different teams or groups. They are given responsibility for different themes, sets of questions, or for visiting different places in the municipality. The teams may be assigned to return to the same place several times to build more trust and ensure that the answers they receive are thorough.

What the teams can ask about

These can be any themes that decision-makers need to hear children's/young people's opinions about. When trusted young adults are sent to where children or young people are, they can also ask about things that are difficult, challenging, or scary

Places the teams can go to

- Leisure activities
- Youth clubs and low-threshold houses
- McDonald's, Burger King, or other cafés/eating places
- Bus and train stations, or other open meeting places
- Parks, skate parks, and football pitches

The team creates meeting points for children/young people

- The team can create small meeting points. Groups of children/young people are invited to describe how the school, services, or the municipality are experienced. Children/young people with experience related to the questions being asked are invited to take part
- At the events, children/young people can be asked what is good and what should be done differently by the service/system

The Youth Team's responsibility after they receive advice and ideas

- The team summarises the experiences, advice and/or solution proposals, in collaboration with some adults in the administration who are familiar with qualitative methods. What is repeated among many young people is gathered in a report that is handed over to the decision-makers or the administration
- The team can invite children/young people to present the answers directly to those who are going to make decisions or to the administration who are preparing the knowledge base for the decision

06

YOUTH TEAM AND DECISION-MAKERS GO OUT TO MEET YOUNG PEOPLE

Purpose of the tool

Decision-makers or the administration collect experiences, advice, or concrete solution proposals from children/young people together with a group of young adults from the municipality/district. These are young adults whom many children/young people trust. The aim is to give decision-makers answers from a group or a selection of children/young people whose opinions they need to hear in order to make correct decisions.

What the tool can be used for

- Collect experiences, advice, or solution proposals from children/young people in the places where they are, by having trusted young adults go out together with the decision-makers
- Help ensure that children/young people experience that their experiences and advice about the school, services, or activities in the municipality matter to those who make decisions

USER GUIDE

Who can be in the Youth Teams

Young adults aged 18–25, whom many children/young people trust, are divided into different teams or groups. They are given responsibility for different themes, sets of questions, or for visiting different places in the municipality. If they are going out several times, the teams of young adults and decision-makers can be assigned to go to new places or return to the same place, to build more trust and ensure that the answers they receive are more complete.

What the teams can ask about

These can be any themes that decision-makers need to hear children's/young people's opinions about. When trusted young adults are sent to where children/young people are, they can also ask about things that are a bit difficult, challenging, or scary.

Places the teams with young adults and decision-makers can go to

- Leisure activities
- Schools
- Youth clubs and low-threshold houses
- McDonald's, Burger King, or other cafés/eating places
- Bus and train stations, or other open meeting places
- Parks, skate parks, and football pitches

The team creates meeting points for children/young people

- The team can create small meeting points. Groups of children/young people with their own experience related to the questions are invited to describe how the school, services, or the municipality are experienced.
- At the events, children/young people can be asked what is good and what should be done differently by the service/system

What the team does after they have received advice and ideas

- The team summarises the experiences, advice and/or solution proposals in collaboration with some adults in the administration who know the method. What is repeated among many children/young people is gathered in a report that is handed over to the decision-makers or the administration
- The team can invite children/young people to present the answers directly to the decision-makers who are going to make decisions or to the administration who are preparing the knowledge base for the decision
- The Youth Team posts on social media how the advice from the young people has been used and given weight

07 DECISION-MAKERS & YOUNG PEOPLE WHO DRIVE

Purpose of the tool

To help shorten the distance between young people in environments that are rarely listened to and decision-makers with power. decision-makers are obliged to collect answers from groups of young people concerned when they are making decisions that affect them. The answers will rarely be representative, but they may be important answers from groups of young people who are interested in different vehicles and who may feel that this interest is not viewed positively.

What the tool can be used for

- Decision-makers can collect advice from young people who drive cars, scooters/mopeds, snowmobiles, quad bikes and/or groups of "cruisers". Young people who drive are invited to contribute advice and ideas for creating the best possible municipality for young people like them
- Decision-makers can gain a better understanding of why young people drive a lot of cars, scooters/mopeds, quad bikes or spend time in car parks or petrol stations. decision-makers can receive advice directly from them

Which children and young people can take part

Young people who enjoy driving/cruising



USER GUIDE

Places decision-makers can go to

- Places where young people who drive often spend time, such as petrol stations, car parks, or other meeting places

How invitations can be made

- Directly to people who are part of these environments
- Post on social media with information that decision-makers would like to meet young people who drive, or that the young people are invited to the town hall. It is important to clearly describe why the decision-makers want to meet young people who drive and what the answers will be used for
- It must be clearly stated that the media cannot attend, in order to make it safe

Examples of themes decision-makers can ask about

- The themes must be important both for those who are going to make decisions and for the young people who drive, for example:
 - What decision-makers can do to make the municipality feel like a good place for these young people
 - What is good about this environment, and why do young people choose to be part of it?
 - How the municipality can facilitate that the young people can do what they enjoy in a safe way, both for themselves and others

How decision-makers can go out

- In small groups, to make it safe enough for the young people they meet
- Sit in a visible place so that the young people can come over
- Go several times to make it safer and show that they genuinely want to understand

How to carry out the meeting points

- Invite everyone to first get to know each other a little; the decision-makers also share a bit about themselves
- Invite to conversations between 1–2 decision-makers and a few young people
- Invite young people to answer questions anonymously, on Kahoot/Mentimeter

The decision-makers' responsibility after they have received advice and ideas

- Leave information on how the young people can get in touch if they have more to contribute or are wondering about something
- Post information on social media about how the advice from the young people has been taken forward

08 OPEN DIALOGUES FOR ADVICE

Purpose of the tool

Decision-makers collect experiences, advice, or concrete solution proposals from children/young people by arranging open dialogues. The dialogues are arranged in places that children/young people may experience as safe. The dialogues can be open to everyone or only for children/young people with a particular type of experience. The aim is for decision-makers to learn from different groups of children/young people what is important to them, in order to make correct decisions.

What the tool can be used for

- Decision-makers collect experiences, advice, and solution proposals by arranging dialogues for children/young people on different themes, to create the best possible municipality for those who will live in the municipality in the future.

Which children and young people can take part

All

USER GUIDE

Who can be invited

- A larger group of children/young people
- Children/young people with a specific type of experience

Possible themes for the dialogue

- How the mental health services in the municipality feel
- Which changes are needed in the School Health Service
- Which leisure activities the municipality is lacking
- How to prevent violence and youth crime
- What kind of help young people who abuse drugs need
- What the municipality can do so that fewer young people spend evenings in the town centre
- What schools in the municipality can do to improve learning
- What schools in the municipality can do to improve well-being

How invitations can be made

- The decision-makers who will take part in the dialogue can make a short video where they explain the dialogue and why they are arranging it
- If the dialogues are open to all children/young people, information is posted on social media about the dialogue meeting and its theme
- If the dialogue is for children/young people with a specific type of experience, information is sent to them through health services, the Youth Outreach Services, the Child Protection System, or the police
- Information is given about why the decision-makers are there and what they will do with the answers they receive

Places the dialogues can be arranged

- Primary or lower secondary schools
- Youth clubs
- Low-threshold houses
- Cultural venues
- Football pitches or skate parks

How the dialogues can be conducted

- Start with one or more energisers, something to get to know each other a little
- Give information about why they are there and what the answers will be used for
- Invite those who take part to talk about what is good, what should be done differently, and give advice on what the municipality should improve in the future

The decision-makers' responsibility after they have received advice and ideas

- Leave information on how children/young people can get in touch if they have more to contribute or are wondering about something
- Post information on social media about how the advice from children/young people has been included in the process

Places where the dialogues can be organised

- Primary or lower secondary schools.
- Youth clubs.
- Low-threshold services.
- Cultural venues.
- Football pitches or skate parks.

How the dialogues can be carried out

- Start with one or more energisers, something to get to know each other a bit.
- Provide information about why they are there and what the answers will be used for.
- Invite those who take part to talk about what is good, what should be done differently and to give advice on what the municipality should do better in the future

The responsibility of the decision-makers after they have received advice and ideas

- Leave information on how children and young people can get in touch if they have more to contribute or have questions.
- Post information on social media about how the advice from children and young people has been included in the process.