

## **How to request a place on a Parenting Course.**

Requests for a place on a parenting Course need to go to the Early Help Co-ordinator who will then allocate them to the Parenting Lead to be processed.

To complete a request:

1. Go to [www.cornwallfisdirectory.org.uk](http://www.cornwallfisdirectory.org.uk)
2. Click on 'Integrated Working' directly under the heading at the top of the page.
3. Click on the 'Early Help' button. The 'Parenting Programme' button gives information about programmes but the request needs to go via Early Help.
4. Click on 'Make a service request for Family Support' to open the Family Support page.
5. Click on the 'Make a service request for Family Support' on this page to open the request form.
6. Complete the request and submit. Choose Locality 6 from drop down menu. Please ensure you clearly state in 'Further details about the request' that you are requesting a Parenting Programme and any supporting reason.

To complete the request you will need to enter your details and the details of the attending parent/carers and child/children. It is recommended to have these available as the form is designed to time out for security reasons if not completed and submitted within 45 mins.