

**Don’t…**

* Just contact me to simply tick boxes
* Make assumptions
* Underestimate me
* Assume my maturity level
* Be late for meetings without giving us plenty of notice
* Arrive early or rearranging a meeting without checking with us first

**Do…**

* Listen, do not assume
* Always be persistent
* Try to control your facial expressions and not show judgement
* Control your tone of voice
* Maintain open body language
* Work off our time scales, not yours
* Asking limited but the right question
* Get on our level
* Show interest in us
* Offer us help
* Respect our wishes
* Ask us how we like to be contacted

**Remember…**

* When you have a difficult conversation with me, follow it up with some positives
* Remember what it’s like to be a teenager
* I may understand more than you realise
* To change the way you work with us to suit our needs, not everyone is the same
* Never be, or sound patronizing

Top tips for working with Teenagers