

Highland's Information Trail

Delivering Integrated Children's Services in Highland



Introduction

This *Highland Information Trail* has been produced to support a standardised, quality assured approach to the resources available to support and improve maternal and child health across Highland. It covers pre-pregnancy, pregnancy, infancy, toddler and the pre-school period, up to the age of five years. It covers information from a national and local perspective, and signposts professionals to related services and resources to support parents and carers. A number of useful websites are also listed to further support families.

The layout of this leaflet has been organised to complement the core programme of contacts as detailed in the Pathways for Maternity Care (KCND) and Hall 4. Assessment may indicate a need for additional support and contact.

This Information Trail is one of a number of documents that have been developed to support the implementation of pathways in maternity care and Hall 4 across NHS Highland, Highland Council and partner agencies. Others include: pathways for antenatal screening, new born hearing and vision screening and guidelines for families with additional needs. They support the development of integrated early year's services across Highland and the establishment of the Early Years Collaborative (Scottish Government 2013) which all practitioners providing services to children and families from pre-conception should be familiar with. More information on the collaborative is available at:

<http://www.scotland.gov.uk/Topics/People/Young-People/Early-Years-and-Family/early-years-collaborative>

Coding * on the leaflet indicates that it **must** be given to, or discussed with women – it is not necessary to give every leaflet listed to parents except those marked *

Additional leaflets, training packs, models, DVDs, picture banks and posters are also available for women and families from the Health Information and Resources Service (HIRS), located at NHS Highland, Assynt House, Inverness.

1 * **Midwives should inform women about the role of Supervisors of midwives (SOMs) – see NMC leaflet link on page 10**

Information for Health Professionals

Health professionals should be familiar with the three key resources *Ready, Steady Baby!*, *Ready Steady Toddler!* and *Off to a Good Start* and use these resources to refer to when discussing health information with parents. This information trail suggests other leaflets which may be given to supplement these key resources.

Ready Steady Baby! is a substantial resource and the key one for parents. It provides most of the information that they will need before, during and after pregnancy. The different professionals who have contact with women throughout this time should make a point of referring to this resource. It has been designed to reduce the need for many different leaflets. *Ready Steady Baby!* is now available as a smartphone app.

Ready Steady Toddler! is a hands on guide for parents as they experience the changes their child goes through when they leave the baby stage behind and become an inquisitive and demanding toddler. With a practical problem solving approach, this invaluable resource has sections on understanding toddler behaviour and ways for parents to tackle new challenges.

Off to a Good Start is a key resource for supporting breastfeeding. Like *Ready Steady Baby!* and *Ready Steady Toddler!* professionals who have contact with women at all stages should refer back to it and work through it with women.

Pre-pregnancy care All professionals who have contact with women and partners who may be contemplating pregnancy should advise them about healthy diet and lifestyle, e.g. physical activity, weight, smoking, alcohol and substance misuse. This discussion should also include the importance of folic acid and vitamin D supplements. Optimum recommendations are that women take folic for 3 months before conception and until 12 weeks pregnant.

Nutrition The 'Maternal and Child Nutrition-Best Practice Guidance' provides practitioners with a practical and evidence-based framework for delivering nutritional information by all agencies engaging with women of childbearing age. It offers advice to be given throughout pregnancy and the early years of parenting. http://www.forhighlandschildren.org/4-icspublication/index_62_4231907540.pdf

Healthy Start provides eligible pregnant women (those on low-income, under 18 or in receipt of benefits) with vouchers to exchange for milk, fresh and frozen fruit and veg, infant formula. Vouchers are sent every 4 weeks and will be doubled up after birth.

Eligible women will also receive a green voucher every 8 weeks to exchange for Healthy Start vitamins during pregnancy and breastfeeding and children can receive vitamins from age 6 months until their fourth birthday.

All women should be offered the Healthy Start application form at booking which can be signed by their midwife to state they have been consulted about their pregnancy. Throughout

pregnancy and the early years, all staff across agencies that have contact with new parents should opportunistically remind them about Healthy Start and ask if they are receiving their vouchers and vitamins. Pathways are being used to support this approach.

It is important that women are reminded to contact the helpline after birth or the vouchers will stop. Tel: 0345 607 6823
www.healthystart.nhs.uk

Healthy Start vitamins are also available to purchase at a low cost by non-beneficiaries of the scheme and women should be reminded of this.

Dental Care Pregnancy offers an opportunity to remind women to register with a dentist. NHS dental treatment is free during pregnancy and until baby is 1 year old. Remind women: baby teeth calcification begins at 5 months in utero; adult teeth calcification begins just before or shortly after birth. If women experience any problems registering with a dentist then the NHS Dental Help Line number should be given. North Highland - 0845 644 2271
Argyll and Bute CHP - 0845 833 2310.

For further information to help care for your child's teeth see www.child-smile.org.uk

Flu and pertussis - vaccinations must be discussed with women and relevant information leaflets provided. In September a letter should be sent to all women on the midwife's caseload encouraging uptake of flu vaccine.

Before Words is a resource being used in Highland Council area which promotes the importance of communication and encouraging positive relationships with babies even before birth. The key messages are discussed with parents at appointments during pregnancy and after birth. *From the beginning* booklet is given at the dating scan and the *Before Words* handout is given at 4-8 weeks after birth.

Play@home baby, toddler and pre-school books are provided to families in Scotland with a child 0-5 years old. Activities in the books promote child development, attachment and family communication. Professionals should refer to the activities when discussing children's physical, social and emotional growth and the acquisition of speech and language skills. It can also be used by professionals as a resource to discuss baby massage.

Bookbug encourages reading by providing free packs to every baby, toddler, 3 year old and Primary child. The baby and toddler books are gifted by health visitors, 3 year old pack gifted by early learning and childcare providers and P1 pack through schools. Librarians also offer Bookbug sessions where babies, toddlers and their parents enjoy rhymes, songs and stories in libraries. Staff should refer to the packs and sessions when discussing positive attachments and the acquisition of speech and language skills.

Family Nurse Partnership (FNP) delivering intensive home visiting to young women having their first baby. The main aims of the programme are to improve maternal health, child health and development and increase the family's economic self-sufficiency. FNP is

offered in some areas of Highland and other areas that do not have access to FNP should consider additional support available to young women through Community Early Years Practitioners or other Third Sector Partners who offer support to young people

Scottish Antenatal Parent Education pack core syllabus provides practitioners with many resources that can be used with women and families and all midwifery bases have been issued with these. Resources for providing antenatal education and support to fathers include the Dads2b resource and DVD.

Equality and Diversity One in five adults in Scotland has difficulty with reading/numeracy and learning acquisition, therefore it is important to ensure any information leaflets are not given out without a full explanation and discussion of their contents.

You should check directly with the person how best to communicate information with them which may be better in DVD or picture formats. HIRS has materials in other formats. **CHANGE** resources are available on loan from the HIRS library for parents with learning disabilities as an alternate to *Ready Steady Baby! And Ready Steady Toddler!* and include: *My Pregnancy, My Choice, You and Your Baby 0 - 1 & You and Your Little Child 1 – 5*.

Translating and interpreting Women and families without English as a first language might require assistance with interpretation of spoken language and translation of written language. NHS Highland translated materials are available on the intranet. Alternatively many NHS Health Scotland materials are now produced in other languages and are available via their website.

NHS Highland provides interpretation and/ or translation if required. Telephone interpretation is available through Language Line on 0800 028 0073 and face to face interpretation is available through Global Language Services Ltd on 01463 258839. Full details of how to use these services are on the NHS Highland intranet - 'Interpretation and Translation Guidance.' NHS Health Scotland can be contacted about materials translated into other languages and other formats, such as large print on 0131 536 5544 or on the website www.healthinmylanguage.com

Benefits and Entitlements Parents and families can get free, confidential and impartial help and advice. The Money Advice Service link may be useful for women [Having a baby – interactive money timeline - Money Advice Service](#)

All women in Highland are entitled to a financial health check and Citizens Advice Bureau are working with local midwives on a project to offer out an opt out service to women at their booking appointment. Women will have their contact details passed to an experienced advisor (unless they opt out) and have a one to one discussion with them about entitlements.

The Highland Council Customer Income Maximisation Team can also offer advice about benefits and other entitlements that are available. The Highland Council Money Advice Team can provide advice and assistance with budgeting and financial matters including debt advice. An experienced money adviser can check if families are getting all the income they are entitled to, offer budgeting advice and

discuss what options are available to help deal with debt, get in touch with creditors and negotiate on their behalf.

Both teams can be contacted by telephoning **0800 090 100**

Staff working in Argyll & Bute can access locality information from: <http://www.argyll-bute.gov.uk/social-care-and-health/welfare-rights>

Family Information Services provide details on registered childcare and pre-school education services across Scotland. Information can be found registered childminders, registered after school clubs, registered day care nurseries, registered pre-school providers and non-registered parent and toddler groups.

The offices in Highland and Argyll and Bute open Monday – Friday 9am – 5pm.
Highland: 0845 6011345
A&B: 01369 708517

Families can access the link and click on their regional area for local information:
www.scottishfamilies.gov.uk

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Devised by J.Groves & S.Harrington (2006)
Contact Sandra Harrington. Tel: 01463 711176



Health Information & Resources Service

Resources

The Health Information and Resources Service (HIRS) has a Library which offers a wide range of health related materials for loan, free of charge to those working or living within the Highlands. Materials consist of:

Leaflets,* Posters, DVDs,
Training Packs, Games, Models & Equipment
Opening hours are Monday – Friday 9am -1pm, 2pm - 4pm.
Please phone/fax 01463 704647
Email: hirs.mailbox@nhs.net

Most *Leaflets can be viewed online and downloaded from the website
Clients need to register with HIRS at
<http://healthyhighlanders.co.uk/HPAC>

NHS Highland, Assynt House, Beechwood Park, Inverness
IV2 3BW

Stage		Leaflet	Produced by	Available from/ref	Professional
Pre-conceptual / given at booking	*	Pregnant? What you need to do next	NHS Health Scotland	HIRS 1CPB/019/L	GP/Midwife
	*	Folic Acid – before and during pregnancy	NHS Health Scotland	HIRS 1CPB/001/L	GP/Midwife
		Managing your weight in pregnancy (can also be useful at other stages in pregnancy)	NHS Highland	HIRS 1CPB/007/L	GP/Midwife
		Mood disorders during pregnancy and after the birth of your baby (can also be useful at other stages of pregnancy/postnatal)	SIGN/Healthcare Improvement Scotland	HIRS 1CPB/010/L	GP/Midwife
		Alcohol and pregnancy don't mix	HADP/NHS Highland	HIRS 1DRA/017/L	GP/Midwife
First contact / booking	*	Highland Information Trail Magazine Bag	NHS Highland/Highland Council	HIRS 1BAB/029/L	Midwife
	*	Ready Steady Baby!	NHS Health Scotland	HIRS 1CPB/003/L	Midwife
	*	Your guide to screening tests offered during pregnancy	NHS Health Scotland	HIRS 1CPB/002/L	Midwife
	*	Healthy Start information and application form	DOH/NHS Health Scotland	HIRS 1FOO/007/L	Midwife
	*	FW8 Prescription Exemption Form	Banner Business	Highland GP Surgeries	GP/Midwife
	*	Flu vaccination leaflet – annual production	NHS Health Scotland	Maternity units	GP/Midwife
	*	Getting it Right for Every Child Pregnancy Wheel – Your baby	Highland Council	Clachnaharry 01463 711176	Midwife
	*	Income maximisation midwifery project leaflet	Highland Council	CAB offices	Midwife
		The young woman's guide to pregnancy (given to any young parent-to-be)	Tommy's (Let's talk baby)	Clachnaharry 01463 711176	Midwife
		Young parents survival guide	NHS Health Scotland	HIRS 1PAR/007/L	Midwife
		Carbon monoxide, smoking and your baby (to be given to women with a reading of 4ppm or above who are smoking)	NHS Highland	HIRS 1DRS/047/L	Midwife
		Help keep your baby safe and healthy leaflet (alcohol awareness leaflet)	HDAP/NHS Highland	HIRS 1CPB/021/L	Midwife
		BCG and your baby: Protecting babies against TB	NHS Health Scotland	HIRS 1IMM/015/L	Midwife
		Hepatitis B immunisation – how to protect your baby	NHS Health Scotland	HIRS 1IMM/011/L	Midwife
		Fit for pregnancy	AC Physiotherapists	HIRS 1CPB/011/L	Midwife
		Fresh Start: Giving up smoking...	NHS Health Scotland	HIRS 1DRS/042/L	Midwife
		Smoke free homes... And smoke free cars. Keep your family safe. (Which pledge will your client sign up to: Bronze, Silver, Gold or Diamond? Encourage clients to complete the form at the back of the leaflet. A FREE pack with hints, tips, goodies and a certificate will be sent to help get them started).	NHS Highland	HIRS 1DRS/001/L	Midwife
	Aspire Magazine	NHS Health Scotland	HIRS 1DRS/037/L	Midwife	

The antenatal breastfeeding material marked * must be given to all women to comply with UNICEF/BFI

Stage		Leaflet	Produced by	Available from/ref	Professional
Dating scan visit	*	From the beginning booklet	Highland Council	HIRS 1BAB/035/L	Midwife/ MCA
22 - 25 weeks		MAT B1 Maternity certificate (for claiming SMP or maternity benefits)	Dept. of Work and Pensions	GP/ maternity units/ midwives	Midwife
	*	A guide to feeling your baby's movements leaflet	NHS Highland	HIRS 1BAB/031/L	Midwife
28 weeks	*	Whooping cough – help protect your baby	NHS Health Scotland	HIRS 1IMM/016/L	GP/Midwife
	*	Off to a good start (updated resource)	NHS Health Scotland	HIRS 1BAB/004/L	Midwife
	*	Antenatal Breastfeeding booklet	NHS Highland	HIRS 1BAB/006/L	Midwife
	*	Your guide to newborn screening tests	NHS Health Scotland	HIRS 1CPB/004/L	Midwife
	*	The Scottish Good Egg Guide to keeping your child safe at home	NHS Health Scotland	HIRS 1SAF/021/L	Midwife
		Bump to Breastfeeding (DVD)	NHS Health Scotland	HIRS 1BAB/020/L	Midwife
		Sure Start maternity grant SF100	Dept. for Work & Pensions	Jobcentre Plus or Social Security Offices	Midwife
		Living Life: cognitive behavioural therapy (CBT) leaflet	NHS 24	HIRS 1MEN/042/L	Midwife/GP
34 - 36 weeks	*	Reduce the risk of cot death	Scottish Government	HIRS 1BAB/003/L	Midwife
		Joint birth registration - involving both parents	Scottish Government	HIRS 3LEG/001/L	Midwife
Post-birth	*	Child benefit form	HMRC	HIRS 1 BAB/028/L	Midwife
	*	Newborn hearing screening consent form	NHS Highland	Audiology, Raigmore	Midwife
	*	Postnatal Breastfeeding booklet (breastfeeding mothers only)	NHS Highland	HIRS 1BAB/008/L	Midwife
	*	Handle with care: A guide to keeping your baby safe (downloadable leaflet)	NSPCC	HIRS 1PAR/001/X	Midwife
	*	Remind parents of guidance in 'Reduce the risk of cot death' leaflet re bed sharing / co-sleeping	Scottish Government	HIRS BAB/003/L	Midwife
	*	Postnatal bottle feeding booklet (for bottle feeding mothers only)	NHS Highland	HIRS 1BAB/030/L	Midwife
		Caring for your baby at night – A guide for parents	UNICEF	HIRS 1BAB/025/L	Midwife
		Formula feeding – How to feed your baby safely	NHS Health Scotland	HIRS 1BAB/018/L	Midwife
		Breastfeeding and antidepressant medication (v4)	NHS Highland	HIRS 1BAB/005/L	Midwife
		Your guide to contraceptive choices - after you've had your baby	FPA	HIRS 1CON/010/L	Midwife
		Routes to Sexual Health Services in Highland	NHS Highland	HIRS 1YOP/013/L	Midwife

Note 1: New Birth pack from Child Health contains the materials marked • together with the Personal Child Health Record (Red Book) Note 2: The Smoke-Free Homes materials are included in the new Birth Pack from Child Health but can be given out at any time during pregnancy and postnatally.

Stage	Leaflet	Produced by	Available from/ref no	Professional
First HV New Birth Visit approx. 11 days after birth	• Smoke free homes... And smoke free cars. Keep your family safe. (Which pledge will your client sign up to: Bronze, Silver, Gold or Diamond? Encourage clients to complete the form at the back of the leaflet. FREE pack will be sent).	NHS Highland	HIRS 1DRS/001/L	HV/Child Health
	• A guide to childhood immunisations up to 5 years of age	NHS Health Scotland	HIRS 1IMM/006/L	HV/Child Health
	• Help protect your baby against meningitis and septicaemia caused by meningococcal B bacteria	NHS Health Scotland	HIRS 1IMM/013/L	HV/Child Health
	• <i>Play@home</i> baby book	NHS Health Scotland	Library Stores	HV/Child Health
	• Vitamin D and you: important health information for everyone	NHS Health Scotland	HIRS 1FOO/002/L	HV/Child Health
	• Baby I Love You book	NHS Health Scotland	HIRS 1 BAB/032/L	HV/Child Health
	• Before Words - Baby Interaction leaflet	Highland Council	Speech & Language	HV/Child Health
	* Remind eligible parents of the Healthy Start Scheme	DOH/NHS Health Scot	HIRS 1FOO/007/L	HV
	* Remind parents of guidance in 'Reduce the risk of cot death' leaflet at all contacts	Scottish Government	HIRS 1BAB/003/L	HV
	* Talking about postnatal depression	NHS Health Scotland	HIRS 1MEN/003/L	HV
	* Protect your baby's natural head shape: tummy time to play, back to sleep	NHS Health Scotland	HIRS 1BAB/013/L	HV
	Breastfeeding and returning to work	NHS Health Scotland	HIRS 1BAB/010/L	HV
	Fit for the future	AC Physiotherapists	HIRS 1CPB/013/L	HV
6-8 weeks	Your guide to contraception	FPA	HIRS 1CON/011/L	HV
	* Childsmile Practice: Here to help you look after your child's teeth	NHS Health Scotland	Childsmile oral health teams (COHT) 3762	HV/COHT
	* Before Words handout	Highland Council	1BAB/036/L	HV/Early Years staff
	Guidance for Parents and Carers - Hearing Problems in Young Children (download)	NHS Highland	HIRS 1BAB/021/X	HV
3- 4 months	* Fun first foods	NHS Health Scotland	HIRS 1BAB/015/L	HV
	Drinks for babies and young children	NHS Health Scotland	COHT 3864	HV/COHT
	Snack ideas for children	NHS Health Scotland	COHT 4692	HV/COHT
	How to protect your children's teeth DVD (at HV discretion)	Childsmile	COHT 3411	HV
	* Oral Hygiene Pack and free-flow drinking cup	Childsmile	COHT	HV
	Bookbug baby bag	Scottish Book Trust	Library Services 01463 251269	HV
	Milk to First Foods DVD	NHS Highland/Highland Council	Infant Feeding Team 01463 704842	HV

Stage		Leaflet	Produced by	Available from/ref.	Professional
12 - 15 months	*	Ready Steady Toddler!	NHS Health Scotland	HIRS 1BAB/001/L	HV
		<i>Play@home</i> Toddler book (given at 12-15 month contact by HV)	NHS Health Scotland	Clachnaharry 01463 711176	HV
		Bookbug Toddler Bag (voucher posted out for family to collect from library)	Scottish Book Trust	Library services 01463 251269	HV to promote
		First Words Handout	Highland Council	1BAB/037/L	HV
		Oral Hygiene Pack (at HV discretion)	Childsmile	COHT	HV
27- 30 months		HV to remind parents/carers to pick up Bookbug Toddler Bag from local library. HV may have small supply.	Scottish Book Trust	Library services 01463 251269	HV
		Words Together Handout	Highland Council	HIRS 1CHI/003/L	HV
		Reminder to parents to enroll their child for pre-school education	Annual dates issued	Clachnaharry 01463 711176	HV
3-5 years	*	Head lice information for parents	NHS Highland	HIRS 1HYG/005/L	Early learning & childcare
	*	Head lice detection combs	EMT Healthcare	HIRS 1HYG/004/L	Early learning & childcare
	*	Oral Hygiene Packs (twice per year at 3 and 4 years of age)	Childsmile	COHT	Early learning & childcare
		Pre-school Orthoptic Visual Screening Information Leaflet for Parents/carers given by Preschool education providers at start of term	NHS Highland	Orthoptic Dept. 01463 704443	Early learning & childcare
		<i>Play@home</i> pre-school book & Bookbug Pirate Bag given out by EL&CC & library services	Scottish Book Trust	Library services 01463 251269	EL&CC & librarians

All families should have their own copies of *Ready Steady Baby*, *Ready Steady Toddler* and *Off to a Good Start* throughout this period; however professionals should have a copy of each for reference and be familiar with their content.

Recommended health improvement/ promotion topics for discussion			
Within first 10 days of life	By 8 weeks	3 months	4 months
Reducing the risk of cot death Parenting and attachment Immunisation schedule Support networks and services Safety Feeding Oral health Smoking and second hand smoke Any parental concern Sleeping position	Safety Nutrition Development Sleeping position/ reducing the risk of cot death Smoking and second hand smoke Oral health Immunisation schedule Parenting, attachment and communication development Any parental concerns Parental wellbeing Support networks and services	Safety Nutrition Development Sleeping / reducing the risk of cot death Smoking and second hand smoke Oral health Immunisation schedule Parenting and attachment Support networks and services Any parental concerns Parental wellbeing	Safety Weaning Nutrition Development Sleeping/ reducing the risk of cot death Physical activity and movement Smoking and second hand smoke Oral health Immunisation schedule Parenting and attachment Any parental concerns Parental wellbeing Support networks and services

12 - 15 months	27 - 30 months	3-5 years
Safety Nutrition Development Sleep Physical activity and play Smoking and second hand smoke Oral health Immunisation schedule Parenting and attachment Any parental concerns Discussion of parental wellbeing Support networks and services	Parenting and attachment Wider family relationships Speech, language and communication Social, emotional and behavioural Gross and fine motor skills Nutrition, growth and healthy eating Height, weight and BMI General physical health Immunisation status Parental concerns and issues Vision and hearing Oral health Accident prevention and safety Smoking and second hand smoke Physical activity and play Parental wellbeing	Development Safety Nutrition Smoking and second hand smoke Oral health Physical activity Parenting and attachment Support networks and services Any parental concerns

Useful websites for parents & professionals

www.babyfriendly.org.uk

www.bestbeginnings.org.uk (Baby Buddy App available)

www.breastfeedingnetwork.org.uk Tel: 0300 100 0210 (Support Line)

www.capt.org.uk Child Accident Prevention Trust

www.chipplus.org.uk/ CHIP+ (Children in the Highlands Information Point)

www.children1st.org.uk Parentline Scotland

www.child-smile.org.uk

www.clearingtheairscotland.com

www.canstopsmoking.com Smokeline number Tel: 0800 848484

<http://smokefreehighland.co.uk/>

www.depressionalliance.org

www.eatwell.gov.uk

www.fathersnetworkscotland.org.uk

www.gosafewithziggy.com Road safety

www.healthinmylanguage.com

www.healthscotland.com

www.healthystart.nhs.uk

www.homesafetyscotland.org.uk

www.immunisationscotland.org.uk

<http://jobcentreplusadvisor.co.uk/>

www.laleche.org.uk Breastfeeding support. Tel: 0845 120 2918

www.moneyadvice.service.org.uk/en/tools/baby-money-timeline [Having a baby – interactive money timeline - Money Advice Service](#)

<https://www.nct.org.uk/pregnancy>

<http://www.nmc-uk.org/Documents/NMC-Publications/NMC%20Supervisor%20of%20midwives.pdf>
Women should be directed to this site to get information about SOMs

www.opfs.org.uk One Parent Families Scotland

www.playtalkread.org

www.parentingacrossscotland.org

www.readysteadybaby.org.uk

www.readysteadytoddler.org.uk

www.scottishbooktrust.com/bookbug

www.scottishfamilies.gov.uk

www.scottishcotdeathtrust.org

www.sleepscotland.org

www.stepsforstress.org/gettingready

www.takelifeon.co.uk

www.vegsoc.org

Commercial websites

www.babycentre.co.uk

www.everything-baby.org.uk

www.nappynetwork.org.uk

www.netmums.com