

# YOUR rights and responsibilities

Connexions Nottinghamshire aims to help young people get the best possible start in life by offering information, advice, guidance and support with:

- career planning and choice
- education, training and employment
- life issues and personal problems you may face

✓ **We** will tell you the name and contact details of your Personal Adviser. Your PA will be friendly and reliable.

✓ **We** will focus on your needs and choices. **We** will support you to make your own informed choices and decisions.

✓ **We** will provide you with information you can understand and make sure it's available in places you go to.

✓ **We** will do whatever we can to keep you safe from abuse. **We** will listen to you and help with information about where to go for extra support.

✓ **We** will treat what you tell us as confidential and let you know of anything that cannot stay confidential. If you wish you can bring someone with you for support to any meetings with us.

✓ **We** will encourage you to tell us what you think about our services, what you like or don't like and to make suggestions for improvements.

✓ **We** will treat everyone fairly and with respect and will expect you to treat us in the same way.

✓ **We** expect you to carry out agreed actions and keep your appointments. Please tell us if you can't do this.

connexions

NOTTINGHAMSHIRE