



**You are invited to an Individual Employers  
and Personal Assistants event in Milton Keynes**

**When: 29<sup>th</sup> September 2014**

**Time: 11:00 – 4:00**

*(Refreshments and information stands available from 10:00 – lunch will also be provided)*

**Where: Milton Keynes Council, Council Chambers,  
Civic Offices, Saxon Gate, Milton Keynes, MK9 3EJ**

**The day will cover the following:**

- Updates on: Pensions, Law, Care Act, Personal Health Budget
- Managing Difficult conversations
- Funding for learning and Development for Individual Employers and Personal Assistants

**There will also be information, tools and resources for you to take away on the day as well as an opportunity to meet with other Individual Employers, Personal Assistants and colleagues from Milton Keynes Council, MKCIL, Skills for Care and more. Please complete the booking form(s) enclosed if you would like to attend.**



**Booking form for Individual Employer and Personal Assistant event 29<sup>th</sup> September 2014**

You can book up to 2 people per booking form

**Delegate1:**

<b>Name:</b>			
<b>Are you (please circle):</b>	Individual employer / Personal Assistant / Other		
<b>Address:</b>			
<b>Phone No:</b>		<b>Email:</b>	
<b>Are you a wheelchair user?:</b>	Yes / No		
<b>Do you have any specific seating requirements (i.e. chair with arms)?</b>	Yes / No	If Yes, please specify:	
<b>Do you have any sensory impairments (i.e. Difficulties with lights flashing, epilepsy or require a hearing loop)?</b>	Yes / No	If Yes, please specify:	
<b>Do you have any information requirements (i.e. large print)?</b>	Yes / No	If Yes, please specify:	
<b>Do you have a support dog (please circle)?</b>	Yes / No		
<b>Do you have any dietary requirements?</b>	Yes / No	If Yes, please specify:	
<b>Do you have any access or particular requirements for the day?</b>	Yes / No	If Yes, please specify:	
<b>If there is any other information that would help us to make sure that you get the most from the day please note it here:</b>			

Please return this form to: Cathy Moughton [employmentsupport@mkcil.org.uk](mailto:employmentsupport@mkcil.org.uk)  
MKCIL, 330 Saxon Gate West, Central Milton Keynes, MK9 2ES  
By: Friday 29<sup>th</sup> August 2014

## Delegate 2:

<b>Name:</b>			
<b>Are you (please circle):</b>	Individual employer / Personal Assistant / Other		
<b>Address:</b>			
<b>Phone No:</b>		<b>Email:</b>	
<b>Are you a wheelchair user?:</b>	Yes / No		
<b>Do you have any specific seating requirements (i.e. chair with arms)?</b>	Yes / No	If Yes, please specify:	
<b>Do you have any sensory impairments (i.e. Difficulties with lights flashing, epilepsy or require a hearing loop?)</b>	Yes / No	If Yes, please specify:	
<b>Do you have any information requirements (i.e. large print)?</b>	Yes / No	If Yes, please specify:	
<b>Do you have a support dog (please circle)?</b>	Yes / No		
<b>Do you have any dietary requirements?</b>	Yes / No	If Yes, please specify:	
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