

YOUTH ENGAGEMENT FEEDBACK LOOP TEMPLATE

PROJECT TITLE:

e.g. "Young Content Creators" or "Youth Led Research" or "Young Inspectors"

Write here

CLIENT:

Name, Organisation

Write here

CLIENT CONTACT FOR ACKNOWLEDGEMENT/THANKS

Name & contact if applicable for follow-up or testimonials

Write here

1

**WHAT WAS THE
OPPORTUNITY?**

2

**WHAT YOU
TOLD US**

3

**WHAT WE
COULDN'T
CHANGE (AND
WHY)**

4

**WHAT'S
HAPPENING
NEXT**

5

THANK YOU

1

WHAT WAS THE OPPORTUNITY?

Briefly explain the aim of the work and what young people/professionals were involved in shaping.

Example prompts:

- What was the product, service, or idea being co-developed, tested or shaped?
- Why did the organisation want youth input?
- What did the organisation want to achieve?

"We were working with [Client] to [goal], and invited you to review/share/design/test [product/resource/training approach] to make it more useful, inclusive, and relevant to BAME and SEND young people."

Write here

2

WHAT YOU TOLD US

Headline key themes from youth/professional feedback using clear sections or bullet points.

Add as many rows as needed - feel free to use visuals or screenshots where appropriate.

You Said...	Together, We Did...
(e.g. "You wanted more realistic characters.")	(e.g. "We removed excessive piercings and tattoos and adjusted character features to be more everyday.")
(e.g. "Some phrases felt awkward or overly informal.")	(e.g. "We rewrote the script to use plain language and avoid second-person tone.")
(e.g. "You asked for a clearer visual of symptoms on different skin tones.")	(e.g. "We added a side-by-side comparison showing how symptoms look on different skin tones.")

You Said...	Together, We Did...

3

WHAT WE COULDN'T CHANGE (AND WHY)

Use this section to manage expectations and explain why some feedback couldn't be implemented.

- e.g. *"We couldn't include more characters due to animation limits, but we'll consider this in future iterations."*
- e.g. *"We didn't add more detail on X because it would have made the content too long and risked overwhelming users."*

Write here

4

WHAT'S HAPPENING NEXT

Share what young people/professionals can expect now.

- e.g. *"Your ideas have been incorporated into the final resource, which is now live on [platform]."*
- e.g. *"We're now using your insights to shape our next steps – including [brief next action]."*
- e.g. *"Look out for the launch date and feel free to share it with your networks."*

Include links or launch details where relevant.

Write here

5

THANK YOU

Wrap with an authentic message of appreciation – this builds trust and encourages repeat engagement.

E.g “Thank you for your time, honesty, and insights. Your feedback genuinely shaped this work and helped us make it more inclusive, relevant, and impactful. We hope you feel proud of your input!”

Write here

OPTIONAL ADD-ONS:

- **Visual Timeline:** Where your input happened and what it led to
- **QR Codes/Links:** To the final product/resource/tool
- **Video Message:** From the client or young person summarising impact
- **Branded Slide Deck:** For comms/social sharing
- **Quote Highlights:** e.g. *“I feel more confident about checking my body” – Youth Participant*



BUILDING
A BRIGHTER
MORE INCLUSIVE
FUTURE TOGETHER