



WEST SUSSEX COUNTY COUNCIL

SUMMERLEA C.P. SCHOOL

WINDSOR DRIVE, RUSTINGTON

WEST SUSSEX, BN16 3SW

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'Growing thoughtful learners and independent thinkers'



Monday 13th December 2021

Dear Parents and Carers

Unfortunately, I was absent from school last week due to me being unwell. There is never a convenient time to be ill but I was so incredibly sorry to have missed the Year 2 Christmas performances. Mrs Galpin tells me the children were all brilliant and having heard them practising their singing and seen them busily rehearsing dances, words and actions in the lead up to last week, I have to say I am not surprised. Thank you to everyone who attended for adhering to our Covid safety rules and also for your donations towards FOSS. We now look forward to the EYFS nativity this week, which is always such a special and memorable event.

I am writing to you all at the start of the week, rather than the end, to give you time to digest the information below and come back to me with any questions, or concerns, ahead of the end of term.

Covid-19 update

You will be aware from the 'Inform and Advice' letter and subsequent ParentMails last week that we, like so many schools, have seen an increase in positive cases across our setting, especially in Key Stage 2.

We are reporting case numbers to the Department for Education (DfE) daily and continually reviewing our risk assessment. I also directly contacted the DfE regarding rising cases at our school last Friday. They advised we have met the criteria in the contingency framework to be forwarded onto the local Health Protection Team. If we are advised to put any further measures in place or to implement our Outbreak Management Plan parents will, of course, be informed.

In the meantime, we are now encouraging staff to wear masks in classrooms (as well as communal areas) as a temporary measure and although not mandatory or recommended are more than happy for children to also wear masks should they wish to do so, providing they are able to put on and take off their mask independently. In order to manage this hygienically, we kindly ask that children keep their mask in a named and sealed plastic bag when not being worn and that disposable masks are discarded safely in our lidded bins. Thank you for your support with this.

The Department for Education are clear that school attendance remains mandatory and all the usual rules continue to apply. Enabling children and young people to attend their education



setting regularly continues to be a national priority. As usual, schools are able to grant leaves of absence for pupils in exceptional circumstances.

If your child is going to be absent from school (whether or not this is Covid related) please follow the correct absence reporting procedure, which is to phone the office (if out of hours please leave a message on the absence line). Please do not report absence via Class Dojo. As previously notified, the dedicated email address for reporting positive cases out of hours has been disabled. If your child is well and you choose to keep them off school between now and the end of term, although the absence will be unauthorised, there will be no further action taken unless attendance is already cause for concern.

A reminder that when communicating with staff, including our office team, to please be polite and respectful. The information being relayed about Covid-19 is as per government guidance, local authority advice and our school's individual risk assessment. These are circumstances beyond our control and whilst we understand frustrations and concerns, the situation is no-one's fault.

Schools have been asked to review their Outbreak Management Plans this week ahead of next term. As part of this process, and purely as a pre-emptive step, we will send out another key worker survey, which we would like to ask all parents who are key workers to complete by Friday 13th December 2021 please. A link to the survey will shortly be available via our school website by going to School Information > Covid-19 > Key Worker Survey December 2021. This is not something schools have been instructed to do but seems sensible given the current national picture. Having this information will greatly assist us in allocating and prioritising places should there be a lockdown in January and schools are forced to close – let's just keep hoping it doesn't come to that but it's always good to be prepared!

Covering staff absence this term has been particularly challenging. We always try to put the best possible arrangements in place, using either our own staff or supply teachers who are familiar to us and know our school. If we were to find ourselves in a position whereby we did not have sufficient staffing then we may be left with no choice but to close a class / year group. It goes without saying this would always be a last resort and we truly hope not to find ourselves in this position as other schools have. Thank you to the staff and regular supply teachers who have supported with cover recently - their flexibility and loyalty is very much appreciated.

A reminder that close contacts in schools are now identified by NHS Test and Trace and education settings are not expected to undertake contact tracing. As with positive cases in any other setting, NHS Test and Trace will work with the positive case or their parent to identify close contacts.

Currently there is no requirement for a daily update on cases to be issued. However, we will keep families informed. For the first case in a class/year group we send out the Inform and Advice letter. As we are now seeing a rise in cases, we will also inform parents of any additional cases (i.e. in other classes) via ParentMail. We may also send another Inform and Advice letter after 7 days in the event of an ongoing outbreak within the same year group/s, as a reminder.

I sincerely hope not to be in touch over the holidays but should there be anything urgent to report or share this will be communicated via Class Dojo, ParentMail and our website as normal.

Remote Education

We are in the process of reviewing our Remote Education policy again, ahead of next term. For the remainder of this week, this half term's Remote Education will be uploaded to Class Dojo for any children at home but feeling well who are awaiting a PCR result or have tested positive. This should then alleviate pressure on the office and parents should only need to contact us if a hard copy is required.

INSET Day

A reminder that Tuesday 4th January 2022 is an INSET Day and school will be closed to all children for staff training. School re-opens on Wednesday 5th January 2022 and we look forward to welcoming all children back to school after the holidays.

Contact details

Please ensure the contact details we hold for you are current. If you have changed your phone number or moved house then please let the office know so that we can update our records.

Free School Meal (FSM) Vouchers

FSM Vouchers have been ordered for the Christmas break (£20 per pupil per week from West Sussex County Council). The voucher email will be sent on Monday 20th December to all families entitled.

Staffing news

This week we say goodbye to three members of staff: Mr Anderson (Year 6 Class Teacher), Mrs Palmer (Higher Level Teaching Assistant) and Mrs Gaskin (Midday Meals Supervisor). We wish them all well in their next adventures and thank them for all they have contributed to our school and children during their time in post.

We are delighted to have appointed Mrs Pankhurst to take over from Mrs Palmer as teaching assistant, class cover supervisor and leader of first aid from January. We have also appointed three new Learning Support Assistants: Mrs Miller, Mrs Hodges and Mrs Eves who will initially be based in EYFS, Year 1 and Year 2 respectively. In addition, we look forward to welcoming Miss Lyons and Miss Peters as new Midday Meal Supervisors.

And finally, please see below a message to parents, carers, students and school staff:

Support throughout winter, Christmas and the festive holiday

While Christmas is a time of celebration, we know that the festive season, the end of term and the start of a new year can also be a difficult time. This is especially so after another tough year for us all, the impact of Covid-19 on those who have lost loved-ones or have been affected in other ways, and the news of the Omicron variant.

Your school is committed to continuing to support you and our entire community during the holidays, especially while you might not be seeing friends and colleagues as you would do when in school.

If you are feeling worried or lonely, reach out and speak to someone close to you. Let them know how you're feeling, there is always someone who wants to listen and talk to you. Sometimes just sharing that thing on your mind can instantly ease some of your worry, you might find a solution to your problem is easier to find by simply sharing it.

If you think someone you know might be feeling this way, get in touch with them. A simple message or call to say 'Hello, how are you feeling?' can make all the difference.

There is a huge amount of guidance and resources available on a range of subjects for young people, parents, carers and school staff. Professional help and support with your mental health and wellbeing continues to be available over the school holidays and beyond for those who need it.

You can find lots of information, support and links to further help online at www.westsussex.gov.uk/YourMindMatters

Getting out and about can also be a great way to keep fit and boost your emotional wellbeing. Visit the [Experience West Sussex](#) website for some great West Sussex walks, cycle rides, things to do and places to explore.

Thank you for your continued support and I wish you all season's greetings and a safe holiday.

Yours sincerely

Helen Morris

Headteacher

Autism and Social Communication Team

ASCSURE

A.S.C. Strategies, Understanding, Realisation and
Emotional wellbeing

A course for parents of a child with autism



ASCSURE—Exploring Autism and strategies to promote positive behaviour and relationships

Are you a parent/carer of a child or young person, aged 9-16 years, who has autism and have not attended an ASCSURE course before?

The ASCSURE course is an excellent source of information for those new to Autism or for those requiring a little more in-depth knowledge. The course is free of charge to families of children in West Sussex maintained schools, at this time.

Course aims:

- to give a broad and balanced view of how autism and social communication difficulties may impact on the child/young person's life and that of the family
- to explore key practical strategies that can support autistic children
- to provide a forum for families to share their experiences and expertise together

Course outline:

The six recorded sessions will be focused on both theoretical and practical aspects of autism and the resulting strengths and challenges. There will be opportunities to participate in discussions and ask questions in group sessions on a weekly basis.

Applications to be received by 19th January 2021



In order for participants to fully benefit from this course we ask that they attend **all** sessions.

Topics covered in ASCSURE course by session:

• Session 1: Autism: What does it mean?

Develop understanding of autism, discuss experiences of getting a diagnosis and identify how autism can affect families

• **Session 2: Communication:** Develop understanding of communication difficulties and strategies to improve communication and interaction skills for the autistic child/young person (CYP).

• Session 3: Sensory Needs

Consider how sensory information and sensory experiences may be processed differently by autistic CYP, share strategies to help with sensory needs

• Session 4: Anxiety

Improve understanding of the signs of distress that autistic children may display and consider approaches to support self-regulation.

• Session 5: Socialisation

Explore the difficulties autistic CYP may have with socialising and developing relationships including siblings and strategies to develop their understanding of others and social situations and interactions

• Session 6: Adolescence and Independence

Consider ways to encourage independence and manage adolescence

| Session No. | Topic | Team Member | When to watch recorded session (From- to) | Discussion Group Date. (Invitation to be received for a virtual session) | Discussion Topic and Questions for online group sessions. |
|---------------|--|---------------------------|--|---|---|
| WEEK 1 | Autism: What does it mean? | Rachel | 27 th January -3 rd February | 3 rd February 12-1.00 Rachel & Sasha | Autism: What does it mean? |
| WEEK 2 | Communication and bonus session on visuals | Christine & Barbara | 3 rd February- 10 th February | 10 th February 12-1.00 Rachel & Sasha | Communication |
| WEEK 3 | Sensory | Helen and Christine | 10 th February- 17 th February | 17 th February 12-1.00 Rachel & Sasha | Sensory |
| WEEK 4 | Anxiety | Rachel, Jessica and Sasha | 17 th February- 3 rd March | 3 rd March 12-1.00 Rachel & Sasha | Anxiety |
| WEEK 5 | Socialisation | Sasha, Becky, Sharon | 3 rd March-10 th March | 10 th March 12-1.00 Rachel & Sasha | Socialisation |
| WEEK 6 | Adolescence and Independence | Jane and Katherine | 10 th March - 17 th March | 17 th March 12-1.00 Rachel & Sasha | Adolescence |

For an application form and further details please contact:

Email: Jessica.bubb@westsussex.gov.uk

Tel: 0330 222 8607

Applications need to be received by 19th January 2022



AScSURE: A.S.C. Strategies, Understanding, Realisation and Emotional wellbeing: A course for parents of a child with Autism Spectrum Condition
Application Form

Personal details

Parents Name(s): _____

Child's Name: _____

Child's Date of birth _____ age at start of course _____

Year child was diagnosed: _____

Name of school child attends: _____

Please indicate if an adult from the school will be attending the course:
Yes/No

Preferred contact details:

Phone: _____ Email: _____

Please provide a brief outline of what you hope to gain from participating in the course:

Please indicate how many places you wish to book: _____

Please indicate that you will aim to attend all the sessions by ticking this box ☐

Thank you for your application we will be in contact as soon as possible to confirm your place(s).

A handwritten signature in black ink, appearing to read 'Jessica Bubb'.

Jessica Bubb

Any queries please contact jessica.bubb@westsussex.gov.uk Please email your application to the above email.





CHRISTMAS FOOTBALL FUN DAYS

WHEN

9:30am-3pm the first Monday, Tuesday, Wednesday and Thursday of the Christmas holidays, W/C 20th December



AGE GROUPS

School years 1-6



WHERE

Durrington Infant and Junior School, BN13 2JD

PRICE

1 day- £20, 2 days- £35, 3 days- £50, 4 days- £60



info@nextstepcoachinggroup.co.uk



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[@nextstepcoachinggroup](https://www.instagram.com/nextstepcoachinggroup)



www.nextstepcoachinggroup.co.uk



CHRISTMAS HOLIDAY TIMETABLE

mon 20. **Football Fun Day** 9:30am-3pm

tue 21. **Football Fun Day** 9:30am-3pm

wed 22. **Football Fun Day** 9:30am-3pm

thurs 23. **Football Fun Day** 9:30am-3pm



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SPRING TERM EVENTS 2022

Dear Friends & Colleagues

Reaching Families are delighted to be able to share with you our training programme for the Spring term. Please see below for details of our training workshops up until half term and our two very popular training courses - Making Sense of it All Foundation Course and Making Sense of Wellbeing.

For more details and to book a free place on any of the workshops or courses listed, visit our Eventbrite page by clicking on the link for each event.

If you would like further information about all of the services we offer as well as access to our wide range of information resources please visit our [website here](#).

TRAINING WORKSHOPS

Making Sense of Disability Living Allowance

This workshop will cover how to apply for DLA, how the process works, the various rates, understanding how decisions are made, tips for making a strong claim and appealing a decision.

Thursday 13th January 10.30am via Zoom

Making Sense of Education Health Care Needs Assessments and Plans

This workshop provides an overview of the EHC needs assessment and what a good EHCP should contain, including requesting an assessment and reviewing an existing plan.

Monday 17th January 7.30pm via Zoom

Understanding Autism in Girls

Learn about the ways Autism presents differently in girls and how it can impact your daughter in the home, school and wider community. Exploring strategies to support your child and sharing information on local resources that are available to you.

Wednesday 19th January 10.30am via Zoom

Making Sense of Personal Independence Payment (PIP)

This workshop is for parents and carers of young adults aged 15+ covering how to apply for PIP, the various rates, understanding how decisions are made, tips for making a strong claim and appealing a decision.

Thursday 20th January 7.30pm via Zoom

Understanding Demand Avoidance

This session aims to help parents and carers by expanding their understanding of demand avoidance, the reasons behind the behaviour and providing relevant strategies for a child that has a demand avoidant profile.

Monday 24th January 7.30pm via Zoom

Making Sense of Anxiety

An introduction to understanding anxiety in primary aged children, ways to support them, and tips for looking after yourself along the way.

Tuesday 25th January 10.30am via Zoom

Making Sense of Challenging Behaviour (Age 2-11years)

Workshop aimed at parents and carers of children aged 2-11 years, exploring ways to respond to your child so that positive behaviour is encouraged and challenging behaviour is reduced.

Wednesday 2nd February 10.30am via Zoom

Making Sense of Adult Life – Supporting Adolescents

This workshop looks at various aspects of adolescence in young people with SEND, what should we expect and how we can help them through this period of transition to adulthood.

Covering topics including puberty, relationships, managing emotions and social skills.

Wednesday 9th February 7.30pm via Zoom

Understanding ADHD

This workshop will help parents and carers to understand ADHD and the impact it has on their child's relationships, behaviour and day-to-day life. Exploring strategies to support your child and sharing information on local resources that are available to you.

Thursday 10th February 10.30am via Zoom

Understanding Autism

This workshop will help parents and carers to understand Autism and social communication difficulties and the impact it has on their child's relationships, behaviour and day-to-day life. Exploring strategies to support your child and sharing information on local resources that are available to you.

Wednesday 16th February 10.30am via Zoom

TRAINING COURSES

Making Sense of It All - Foundation Course

This course has been designed to provide an introduction to all the key issues and challenges common to parents and carers. It aims to empower parents of children who are undergoing or have recently undergone diagnosis but it will be helpful to any parents who would like to learn more about how SEND processes work.

To book a place on one of the courses, please click on the relevant dates below.

Online evening course - three sessions via Zoom

[Wednesdays January 19th, 26th and February 2nd 7.30pm – 9.30pm](#)

Online morning course - three sessions via Zoom

[Wednesdays March 2nd, 9th and 16th 10.30am – 12.30pm](#)

Two day course - Broadfield Community Centre, Crawley

[Wednesdays March 23rd and 30th 9.30am – 2.30pm](#)

Making Sense of Wellbeing

This twelve session course includes a blend of wellbeing and mindfulness workshops and is designed to help you enhance your relationship with your child with SEND, build resilience, reduce stress and help you to relax.

Each session can be attended as a stand alone but we would encourage you to attend the whole course if able to.

Tuesdays 7.15pm - 8.15pm

[Wellbeing: Active listening - Tuesday 11th January](#)

[Mindfulness: Listening to your inner experience - Tuesday 18th January](#)

[Wellbeing: Problem solving - Tuesday 25th January](#)

[Mindfulness: Finding peace in the storm - Tuesday 1st February](#)

[Wellbeing: Positive thinking - Tuesday 8th February](#)

[Mindfulness: You are not your thoughts - Tuesday 15th February](#)

[Wellbeing: Relaxation and self care - Tuesday 1st March](#)

Mindfulness: Mind and body relaxation - Tuesday 8th March

Wellbeing: Managing anxiety - Tuesday 15th March

Mindfulness: Going with life's flow - Tuesday 22nd March

Wellbeing: Managing low mood - Tuesday 29th March

Mindfulness: Mood changing exercises - Tuesday 5th April

Free course delivered via Zoom please click on each session to book a place

If you would like more information about any of our services or we can help you in any way, please don't hesitate to get in touch with us

at admin@reachingfamilies.org.uk. We look forward to seeing you next term.

Reaching Families