Weekly Bulletin woodlands



Diary Dates				
15 th April	First Day of Term			
Summer Term	College Year 10 Annual Reviews			
15 th - 19 th April	Bikeability Week at School Site Year 8			
24 th April	Aerobathon and Fundraiser			
26 th April	Run with Tom			
29 th April – 01 st May	Year 8 Residential to Hindleap Warren			
6 th May	Bank Holiday			
6 th – 10 th May	Woodlands Meed Arts Festival (School & College)			
8 th May	FOWM Committee Meeting - 2pm School Site			
8 th – 10 th May	Y10 Residential Isle of Wight Kingswood			

Letters sent this week

Upcycling Enterprise Group trip to Brighton Met 18.04.24

Mixed KS3 Trip to Nymans, National Trust, Handcross - 23.04.24 & 14.05.24

Dental Health Letter

Mountain Class Trip to Rampion Visitors Centre, Brighton – 23.04.24

Retail & Administration Enterprise Group trip to The Charis Centre, Crawley 09.05.24

Mobile Phones at College

Mixed group visit to The SAND Project, Worthing 21.05.24

Lunch Menu



Copies of letters



Term Dates







We are saying goodbye to two long standing members of staff this week - Dave Pilbeam, our Premises Manager, and Jill Murray, Teaching Assistant, are both retiring at the end of this term. Dave and Jill have a combined service of almost 50 years, across Woodlands Meeds and its predecessors Newick House and Court Meadow. We would like to thank them both for all they have done over the years and wish them both all the best for their retirement.







Active 30

Active 30 is a Government initiative to help children become fitter and healthier. It directs schools to provide 30 minutes of active time (in addition to playtimes and scheduled PE) each school day. Family are responsible for encouraging their children to become more active for an additional 30 minutes at home. With this in mind, we are supporting families by providing a suggested weekly activity for children to do at home which requires no specialist equipment, but maybe a bit of creativity to deliver it. If you would prefer to do your own activity, that is absolutely fine. It is not compulsory, but it would be great for as many students as possible to participate. Please put any photos taken on Seesaw and tag Active Time.



www.getset4education.co.uk



Deputy Head to run London Marathon with six other Emus!

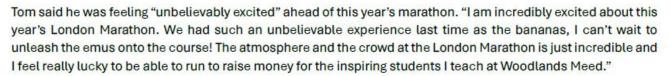
Tom Brown, Deputy Head at Woodlands Meed College, is aiming to break his previous record set when he ran the London Marathon as a Banana in Pyjamas in 2019, with a faster group of seven emus all running at this year's TCS London Marathon.

The seven emus are taking on the London Marathon on Sunday 21st April to raise money for the Friends of Woodlands Meed, to help fund a summer of sporting experiences for the children and young people at Woodlands Meed.

Tom made headlines in 2019 when he ran the London Marathon in a Banana costume with running partner Andy. This year, he will be joined by Andy and five other friends, dressed in emu costumes, who are keen to support Tom in his fundraising efforts. The seven-strong team are aiming to break the 'bananas' previous record of 3 hours 39 minutes.

Tom is aiming to raise as much as he can for the summer of sporting experiences to give the children and young people at Woodlands Meed as





As well as running the London Marathon, Tom will also be undertaking a 'Tomathon' later in the week at Woodlands Meed on 26 April, where every student at Woodlands Meed will join Tom to run, walk or wheel as part of the marathon event and help raise money for sporting activities.

To find out more or donate to support Tom and friends, visit:









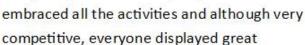
Amazing Students Astound us at Albion Wheelchair Festival!

On Monday 25th March, 14 of our students from both College and School represented Woodlands Meed at the annual wheelchair football festival.





Our students had so much fun; participating in skills, games and challenges such as IT, tag, races, relays, penalty shoot outs and finally a football tournament! Everyone (staff included!) fully



sportsmanship and I am pleased to say that there were no injuries to report! All the students were rewarded with medals from Albion in the Community in recognition of their effort and the skills on show.



We are very proud of all of you; some made their competitive debuts today, whilst others demonstrated that they have continued to develop their football skills since last year and are now far more confident; CONGRATULATIONS!



Our amazing squad:

Seren, April Rose, Lucas, Katy, Aya, Hana, Shailen, Eva, Tilly, Daniel, Heidi, Chrislar, Jossiah, Ariful



Events Mailing List

Sports Sessions this Easter!

This Easter holiday, our popular sports sessions return, with tennis, badminton and gymnastics.

Book in today to get active this Easter!

We will be holding tennis and basketball sessions over the Easter holidays:

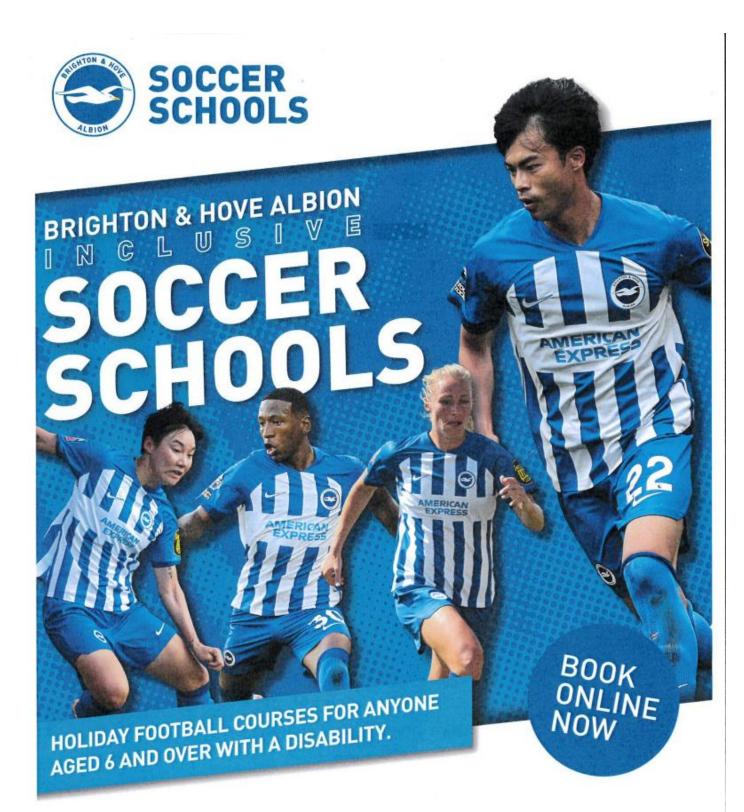
- Gymnastics: Tuesday 2 April, 10 11am
- Badminton: Tuesday 2 April, 1 2pm
- Tennis: Wednesday 3 April, 10 11:30am (2 sessions)
- Gymnastics: Friday 5 April, 10 11am
- Badminton: Friday 5 April, 1 2pm
- Tennis: Wednesday 10 April, 10 11:30am (2 sessions)

Booking is essential, so don't miss out! Grab your trainers and get out there!

Please note, all equipment is provided for the sessions.

We ask that all families only book into one session (of the list above), to ensure as many children as possible can access these activities over the holiday period.

Burgess Hill Town Council event tickets from TicketSource.





Burgess Hill

4,5 and 12 Apr, 10am-2pm. £10 per day.

Sports Hall - Woodlands Meed School, Chanctonbury Road, Burgess Hill, RH15 9EY. Indoor pitch (trainers only), and outdoor Multi-use games area (trainers only).

☆ Scan here to book, click here or visit: bhafcfoundation.org.uk



We are happy to confirm that we will be holding an Open Day in our Brighton Campus on

Wednesday 27th March 4.30 - 7pm.

The Open Day is a great opportunity to experience the different courses available at Dv8 Sussex . You will have the opportunity to meet our specialist industry tutors who will show you around our facilities and provide a fun taster of what it is like to study with us.

BRIGHTON

Victoria House (next door to Mountain Warehouse)

125 Queens Road

Brighton

BN1 3WB

To confirm your place, please email dv8admissions@londonlc.org.uk with details of which campus you would like to attend and if you are interested in the Games, Media or Music courses.

If you are unable to make our Open Day, we can offer a guided tours at a more suitable time. This will offer you the chance to view every area of the College and ask questions to our experienced marketing team.





The Burgess Hill Small Makers Market - Dates



The Burgess Hill Academy Sports Hall, Station Road, Burgess Hill RH15 9EA

- Saturday 9th March 12-3pm
- Saturday 13th April 12-3pm
- Saturday 11th May * 12-3pm
- Saturday 8th June * 12-3pm
- Saturday 13th July 12-3pm
- Saturday 10th August 12-3pm
- Saturday 14th September 12-3pm
- Saturday 12th October 12-3pn
- Saturday 9th November 12-3pm
- Saturday 14th December 12-3pm

* May not be in the Sports Hall due to exams

For stall enquiries please contact Tasha at DiamondDesignByTasha21@hotmail.com

Set up by - Diamond Design By Tasha - Merlin's Makes



Face-2-Face Befriender Training

Are you a parent carer?

Would you like to be part of an exciting project supporting other parent carers?

Would you like to train to be a volunteer befriender?



Training dates

Thursdays 10.00am to 1.00pm:

25 April, 2 May, 9 May, 16 May, 23 May, Half term break, 6 June, 13 June and 20 June

First and last session in person (Horsham), all others via Zoom

To book onto the course or have an informal chat about the project, please contact our Face-2-Face Co-ordinators using the contact details below:

Rachel Fielding

Email: rachel@reachingfamilies.org.uk

Telephone: 07535 386687

Bodil Scrivens

Email: bodil@reachingfamilies.org.uk

Telephone: 07732 169939



www.reachingfamilies.org.uk

Registered charity No. 1150906 Company Limited by Guarantee No 8261096

What's involved?

Face-2-Face befriending is for parents of children with SEND in West Sussex who are undergoing assessment for additional needs or have received a recent diagnosis. The project works by matching parent-carers with an experienced volunteer befriender who will provide emotional and practical support to help them on their journey.

Our eight-week training course covers a range of vital skills and knowledge, including:

- Active listening
- Verbal and non-verbal communication
- Confidentiality and self-disclosure
- Empathy
- Resilience and personal boundaries
- Safeguarding
- Life as a parent carer
- Reaching Families and other local services

At the end of the course we will carry out a DBS check, then begin matching you with a parent-carer.

We are flexible as to how much time you can give to support a family. Out of pocket expenses and transport/mileage to in-person training will be reimbursed. Ongoing support from our project coordinators is provided.

Children's Swimming Lessons

teaching pools

swimmers

years

Monthly payments, term time classes!

From babies up to squad level

We have pools across Burgess Hill, Hurstpierpoint and Brighton!

join at any time!



call us on

Finn's Swim

01444 246800

· school ·

to book your place

www.finnsswimschool.co.uk

formerly known as floaters



SPRING FAIR



Saturday 18th May 2024 11am to 2pm





FREE ENTRY



- · 147ft assault course ·
 - ·inflatables ·
 - · BBQ ·
 - ·ice cream ·
 - · tombolas ·
 - · stopper squad ·
 - · community stalls ·
 - · music ·
 - and much more!



For more information contact: act@theburgesshillacademy.org.uk



Sign up to the West Sussex Disability Register!

Do you have a young person in your family aged between 0-25 who has a disability? Sign up now to:

- Help influence services and plan events
- Receive regular eNewsletters with local events, activities and information
- · Access discounts on local and national attractions
- Find out about free specialist library resources

westsussex.gov.uk/disabilityregister







STICK ON LONG TROUSERS, GRAB YOUR BIKE, A HELMET AND...

...ROCK OP AND RIDE!

8 APRIL 10.30AM-4PM BURGESS HILL BMX TRACK, RH15 8RW

-OFF MAPLE DRIVE



Burgess Hill Football Club will be open and selling refreshments during the event

COACHING SESSIONS MUST BE BOOKED IN ADVANCE
TO BOOK SCAN THE QR CODE OR VISIT
WWW.BURGESSHILL.GOV.UK/EVENTS/ROCK-UP-AND-RIDE/



FOR MORE INFORMATION CONTACT COMMUNITYTEAM@BURGESSHILL.GOV.UK



BRAMBLE RETURNS 2 - 12 APRIL

Collect your trail map from the Help Point

Follow the clues around town

Return your map to the Help Point to collect your prize!

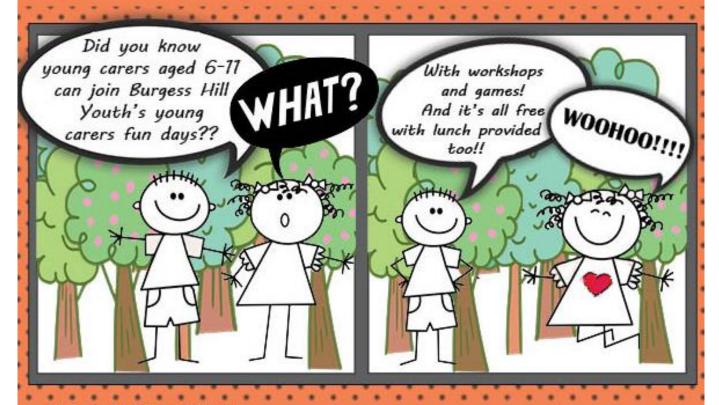
Opening Hours:

Mon, Wed, Thurs: 9am - 5pm

Tues: 10am - 5pm Fri: 9am - 4:30pm

Email communityteam@burgesshill.gov.uk for info

YOURGARESS FUNDAYS



UPGOMING DATES

TUESDAY 9 APRIL 10 AM-2-30 PM

SIGNUD VIA THE OR GODE OR ATS
WWW.BURGESSHILLGOV.UK/TOWK-COMMUNITY/YOUNG-CARERS/

For further information contact; Kayleigh@burgesshill.gov.uk or call 01444 238206





Supported by

Disability RegisterNewsletter



SEND Friendly Construction Club Sessions



Join the Disability Register team for some building fun at special pop-up construction club sessions during the Easter school break.

Try one of our kits to make animals, vehicles and more, or get creative and let your imagination take over.

The sessions are:

- Friday 5 April Southwater Library 10.30am-12.00pm
- Tuesday 9 April Broadfield Library 1.30pm-3.00pm
- Wednesday 10 April Ferring Library 1.30pm-3.00pm
- Friday 12 April Southwick Library 10.30am-12.00pm

We advise this event is suitable for ages 4+ and siblings are welcome to join! Places are limited, so booking is essential.

To book please click link below:

What's on - West Sussex

SUIDEI'



Visually Impaired Super 1s Ages 12-25

CHALLENGE YOURSELF BE MORE ACTIVE IMPROVE YOUR SKILLS MAKE NEW FRIENDS

FREE VI CRICKET SESSIONS!

WHEN:

Saturdays (alternate weeks) 10am - 12pm (Starting 9 March 2024) exc May half term, until the summer holidays

WHERE:

Patcham High School, Ladies' Mile Rd, Patcham, Brighton and Hove, Brighton BN1 8PB

CONTACT:

Tom Belcher@sussexcricket.co.uk

www.lordstaverners.org/super1s









CTIVITIE



8-9 APRIL BOGNOR REGIS - RAP & LYRIC WRITING

8-9 APRIL WORTHING - ROCK & POP BAND

10-11 APRIL LITTLEHAMPTON - RAP & LYRIC WRITING

10-11 APRIL CRAWLEY - ROCK & POP BAND

AGES 8 - 16YRS SIGN UP HERE

WWW.WESTSUSSEXMUSIC.CO.UK/HOLIDAYACTIVITIES





Supported using public funding by









Autism Empowerment Webinar

This one-hour lunchtime webinar is a brief exploration of how Autism can present, the history of Autism, diagnosis as well as differences in communication and social interaction. We will also be looking at how the environment can impact on someone with sensory processing challenges.

The main aim of this webinar is to focus on the many strengths autistic individuals have and how we can increase understanding and Neuro-inclusivity through education and raising awareness.

Webinars are held on Zoom on the following dates:

Thursday 29th February 12:30 to 13:30

Friday 29th March 12:30 to 13:30

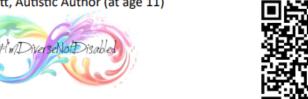
Friday 26th April 12:30 to 13:30

At the end of the webinar, you will receive a certificate of attendance that will be emailed to your given email address.

The cost of this one-hour webinar is only £5.50!

To book you place on the webinar please either scan the QR code below or go to: www.theautismtrainingnetwork.com/training

"For every person who understands Autism better, another Autistic person will be happier."
Libby Scott, Autistic Author (at age 11)





Let's Talk About.....

Ellie, a Coproduction Coordinator at WSPCF, was diagnosed autistic in her late twenties and with ADHD a few years later. She is also a mum of three – including two autistic teenagers.

Because your school is part of the Autism In Schools Project, you are invited to join Ellie as she shares her experiences. This year, we are offering a repeat session on Autism and ADHD in Girls, and a new standalone session where Ellie will talk about masking in more detail.









Please ensure you use the correct link or QR code for the session you would like to attend!



Calling all parent/carers of children and young people with SEND - Short Breaks 2023/2024 (SEND youth groups, weekend activities, holiday playschemes, family fun days and small grants in West Sussex)

The new West Sussex County Council's Short Breaks programme is approaching the end of its first year and so we want to hear from those who have used the service and those who have not. Your feedback will help us to look at changes/adaptations we need to make to the programme and so it is important to give your views and opinions. We have created a short survey where we will capture all of the feedback; we have kept the survey short as we know how busy everybody is. The survey can be found at:

https://yourvoice.westsussex.gov.uk/embeds/projects/14318/survey-tools/33037

The survey closes on 28 March 2024.

west sussex county council

Your child's mental health and wellbeing: March 2024



Child's wellbeing champion

Children learn from the people around them. See this very short clip to see a brilliant example.

Children can't learn without being shown. How do your children see you looking after your own wellbeing? It can be hard with busy lives, the lure of technology, complicated relationships, etc to take care of ourselves, but looking after yourself is a gift to your children.





CONNECT



TAKE NOTICE



BE ACTIVE



KEEP LEARNING



GIVE

The Five Ways to Wellbeing



Not sure where to start? Think about The <u>Five Ways to Wellbeing</u>. How can you build the Five Ways into your life?

Be creative, e.g. giving doesn't have to be money to charity. It could be giving someone a compliment, or taking in a parcel for next door, or sending a text. Positive seit-talk is so important. You want your children to be proud of their achievements, so you need to show them you are proud of yours. Every single day find *something* to celebrate about yourself in front of your children. "I made a really yummy tea today" or "I was going to drive to the shop but I walked instead, I'm really proud of myself."



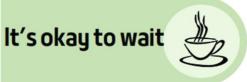




"Oh, I'm rubbish at drawing". "I look so awful today". Sound familiar? Don't put yourself down in front of your children. Before you know it, you'll hear the same phrases coming out of their mouths. We all do it, but try to make an effort to stop, at least in front of your children.

Just sat down with a hot drink, when your shild calls from another room? (Or even exts from their bedroom!) It's okay for hem to wait. Acknowledge them, then explain that you are having a sit-down and they will need to wait.

Seeing you create boundaries gives them I template to create their own.







Do you have 2 minutes?

Watch this video which shows you the power of positive self-talk in children. https://www.youtube.com/watch?v=x3Pkadaw0aQ



Do you have 1 hour?

Watch this video from our colleagues in Sussex CAMHS about self-esteem and resilience in children and parents.

https://voutu.be/S nsiiQiuC8



EASTER EGG HUNT

30 MARCH - ST ANDREW'S CHURCH, CANTS LANE 10:30am - 12:30pm.

Activities and games for families. All children will receive a chocolate egg. Free entry.



2 - 12 APRIL (WEEKDAYS ONLY) - HELP POINT

Visit burgesshill.gov.uk for opening hours.

Town centre trail for children. Collect your trail maps from the Help Point at 96 Church Walk, follow the clues and return your map for a prize. Free event.

SPORTS SESSIONS

2 APRIL + 5 APRIL, THE TRIANGLE

Gymnastics: 10 - 11am Badminton: 1 - 2pm



*Organised by Burgess Hill Town Council

*TENNIS SESSIONS

3 APRIL + 10 APRIL, ST JOHN'S PARK TENN

10 - 10:40am or 10:50 - 11:30am

Equipment provided, trainers recommended. Booking required. Call 01444 247726 for more information

FAMILY FUN SESSIONS

10 - 11:30am or 12:30 - 2pm

For families of those with SEND (Special Educational Needs and Disabilities). Activities and information services. Free event - booking required. Call 01444 247726 for more information.







🈂 🍩 🌑 🥯 🔎 *ROCK UP AND RIDE

8 APRIL - BURGESS HILL BMX TRACK (MAPLE DRIVE)

10:30am - 4pm

BMX coaching: 10:30am - 12pm or 1 - 2:30pm (booking required).

pedals, no balance bikes). Children must be confident riders, and children in school year 6 and under must be accompanied by an adult. Free event - visit burgesshill.gov.uk/events/rock-up-and-ride for more info on how to book.



*Organised by Burgess Hill Town Council

YOUNG CARERS*



9 APRIL - FAIRFIELD COMMUNITY CENTR

10am - 2:30pm

provided. Bookings close Friday 5 April. To register visit burgesshill.gov.ŭk/town-community/young-carers/



1pm - 3pm

Free sports activities for children and families. Organised by Mid Sussex District Council.

YOUNG CARERS*

11 APRIL – OUTING BY INVITATION ONLY

Email kayleigh@burgesshill.gov.uk for details.

provided. Bookings close Friday 5 April. To register visit burgesshill.gov.uk/town-community/young-carers/



KIDS FUN MORNIN 11 APRIL - ST EDWARD'S CHURCH

10am - 12pm

Easter crafts, board games, toys for pre-schoolers. Free event with refreshments for sale.

*Organised by Burgess Hill Town Council

SAVE THE DATE



St John's Park, 11am - 3pm. Free inflatables for children.



2 JUNE - HAMLET

Burgess Hill Girls, 6pm.

Tickets on sale now - call 01444 247726



St John's Park, 11am - 3pm. Stalls, games and activities for families.



1 JULY - TEDDY BEAR'S PICNIC

St John's Park, 10am - 2pm. Free event for pre-schoolers.

5 JULY - OPEN AIR MUSIC IN THE PARK

St John's Park, 6 - 9pm. Free concert in





24 JULY - THE TALE OF JEMIMA PUDDLEDUCK

St John's Park, 1 - 2:30pm. Free children's

Community Food Hubs



West Sussex County Council is working in partnership with Biffa and UKHarvest, a food rescue charity, to reduce food waste and provide access to affordable food using rescued produce.

How it works?

The Community Food Hubs are open to everyone and are designed to reduce food waste. Simply bring a shopping bag and fill it from a selection of mixed groceries for a suggested donation of £3.50.

Our friendly volunteers will be on hand to help you make the most of your weekly shop by sharing recipes, healthy options, and tips to reduce your household food waste.











Dates and Location

Ashenground Community Centre

......

Southdown Close, Haywards Heath, RH16 4JR

10 - 11 am

Dates:

2023

Friday 19th May

Friday 16th June

Friday 14th July

Friday 11th August

Friday 8th September

Friday 6th October

Friday 3rd November

Friday 1st December

2024

Friday 12th January

Friday 9th February

Friday 8th March

Friday 5th April

*Confirmed to run until April 2024











@wsrecycles

@ukharvest

For more information please visit:

westsussex.gov.uk/ukharvest or ukharvest.org.uk/community



Nourishing Our Nation







£1.50 per person for 2 hours of swimming.

If you are unable to afford to pay, please don't let it stop you from coming!!

Just send me a quick email and I will add you to the list!

Friends and family are welcome to join in on the fun too!



www.faceverything.co.uk/fear-days-swimming

BREAD MAKING

CHILDREN'S COOKING CLASS



TABLE **TALK** FOUNDATION

Join us this Easter Holiday for bread making with Chef John!

8th April 2024

Morning session - 10:30-11:30 Afternoon session - 13:00-14:00 £10pp

Best suited to children aged 9-11

Shoreline Coffee and Kitchen, Hove



Special School Menu 2024/25



Week 1

15th Apr, 6th May, 3rd Jun, 24th Jun, 15th Jul, 9th Sep, 30th Sep, 21st Oct, 18th Nov, 9th Dec, 13th Jan, 3rd Feb, 3rd Mar, 24th Mar

75-70	MAINS	SIDES	DESSERT
MON	Option 1: Quorn Hotdog in a Soft Roll V Option 2: Cheese & Onion Frittata V	Diced Potatoes VE Broccoli VE & Sweetcorn VE	Chocolate Whip & Strawberry Puree V
TUES	Option 1: Roast Chicken Option 2: Chickpea Roast V	Roast Potatoes VE Swede VE & Cabbage VE	Chefs Choice Fruit Muffin V
WEDS	Option 1: Carbonara Option 2: Lentil Shepherdess Pie V	Garlic Bread V Peas VE & Chefs Choice Vegetables VE	Sultana Cookie VE
THURS	Option 1: Pork & Apple Sausage Roll Option 2: Soya Meatballs in Herby Tomato Sauce	Herby Potato Wedges VE Baked Beans VE & Country Mixed Vegetables VE	Fruit Portion VE & Strawberry Milkshake V
FRI	Option 1: Southern Spiced Burger V Option 2: Potato Topped Salmon Pie	Mashed Potatoes V Cauliflower VE & Carrots VE	Chocolate & Apricot Cracknell VE

Week 2

22nd Apr, 13th May, 10th Jun, 1st Jul, 22nd Jul, 16th Sep, 7th Oct, 4th Nov, 25th Nov, 16th Dec, 20th Jan, 10th Feb, 10th Mar, 31st Mar

1101	MAINS	SIDES	DESSERT
MON	Option 1: Cheese & Pepper Pizza Slices V Option 2: Sweet & Sour Quorn & Rice V	Peas, Sweetcorn VE & Carrots VE	Chef's Oaty Fruit Crumble VE & Custard V
TUES	Option 1: Chicken Curry & Rice Option 2: Baked Beans & Cheese Jacket Potato V	Country Mixed Vegetables VE	Orange Frosted Carrot Cake V
WEDS	Option 1: Roast Pork Option 2: Baked Lentil Roast V	Roast Potatoes VE Carrots, Swede VE & Cabbage VE	Fruit Strudel & Cream V
THURS	Option 1: Shepherd's Pie Option 2: Quorn Casserole V	Mashed Potatoes V Cauliflower VE & Green Beans VE	Fruit Flapjack VE
FRI	Option 1: Tuna Pasta Bake Option 2: Crunchy Vegetable Goujons VE	Herby Diced Potatoes VE Chef's Choice Vegetables VE & Broccoli VE	Chocolate Brownie V

Week 3

29th Apr, 20th May,17th Jun, 8th Jul, 2nd Sep, 23rd Sep, 14th Oct, 11th Nov, 2nd Dec, 6th Jan, 27th Jan, 24th Feb, 17th Mar

	MAINS	h Feb, 17th Ma	DESSERT
MON	Option 1: Classic Macaroni Cheese V Option 2: Quorn Chilli & Rice V	Country Mixed Vegetables VE & Green Beans VE	Apple & Berry Crumble Jack VE
TUES	Option 1: Chicken & Thyme Pie Option 2: Lentil & Mushroom Pasta Bake VE	Carrots VE & Sweetcorn VE	Pear & Chocolate Sponge V & Chocolate Custard V
WEDS	Option 1: Beef Bolognaise Option 2: Golden Cheese & Onion Turnover V	Garlic Bread V Potato Wedges VE Cauliflower VE & Peas VE	Fruit Smoothie VE
THURS	Option 1: Roast Chicken Option 2: Quorn Roast VE	Roast Potatoes VE Swede VE & Cabbage VE	Cinnamon Bun V
FRI	Option 1: Fish Fingers Option 2: Beanie Wrap V	Chips VE Broccoli VE & Baked Beans VE	Apricot Oat Cookies V

















Special School Menu 2024/25



Special School Meal Information

Welcome to your new School meals menu for 2024/25. School meals are free for all pupils in Reception, Year 1 and Year 2 and for pupils who are entitled to Free School Meals. For pupils in other years meals can be ordered and paid for via the school.

Catering Services work with the Lead Association for Catering in Education (LACA) to ensure that our menus comply with the Government's School Food Standards. We have reduced sugar, salt and fat content on our menu and support local suppliers providing fresh meat and vegetables. Our meals are produced in school by our award-winning teams to support your child's lunchtime experience. We have recently partnered with ProVeg helping to make changes to our menu that can have a big impact on children's health and the health of the planet.

How do I order and pay for a School meal?

All meals must be ordered via your school payment system please contact your school administrator. If you are entitled to Free School Meals or your child is in Reception, Year 1 or 2 the school will order for you direct to Catering Services and you do not need to contact the school after your initial order.

What happens if my child is sick and cannot attend School?

Please contact the school office as soon as possible to inform them your child will be absent and will not require their meal.

What happens if my child has a school trip?

Free School Meals and pupils in Reception, Years 1 & 2 will be provided with packed meals on trip days, the school will order directly with Catering Services. Paid meals should be ordered with your school as usual.

What if I require a special medical diet?

We can work with you and the school to support a medically prescribed special diet. Please ask for a Special Diet Request form from the school office, once completed return with the medical evidence to the school office. This request will then be passed to and reviewed by the Catering Services team and where possible a special diet meal will be provided.

How much does a school meal cost?

A school meal is currently £2.75, this may be subject to change in September 2024.

Free School Meals Eligibility

We would like to remind you that some families are entitled to Free School Meals. There are two important reasons why families should register for Free School Meals:

- students who are eligible receive a fresh nutritious hot Free School Meal every day.
- schools receive additional funding from the government for each eligible student who claims the Free School Meal allowance, even if the student doesn't regularly eat a meal.

The process for parents to submit applications for Free School Meals is now entirely online, and so schools will be unable to provide hardcopy forms or submit your application form for you. This system gives families an instant indication as to whether their child is eligible for Free School Meals and ensures that eligible children receive their entitlement as quickly as possible.

Link to the online Free School Meal application form: Free school meals - West Sussex County Council

The Catering Services Free School Meal team will then run further checks and confirm the outcome via email. You can contact the Catering Services Free School Meal team directly on 0330 222 5555 or at fsm@westsussex.gov.uk for further assistance.

Other key contacts:

- Orders / Payments / Cancellations Your school office.
- Special Diets Your school office in the first instance.
- Catering Services Office Hours 09.00 17:00, Mon-Fri.
- · Compliments / Complaints/ Feedback

catering.advisory.service@westsussex.gov.uk