

Weekly Bulletin



Diary Dates	
24 th April	Aerobathon and Fundraiser
26 th April	Run with Tom
29 th April – 1 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
9 th May	Examinations season starts
15 th May	Year 8 2nd dose HPV Vaccine
15 th May	Year 9 Td/IPV and MenACWY Catch up session

Letters sent this week	
Forest School Otter Class 15.04.24	Forest School Mole Class 15.04.24
Forest School Mountain Class 15.04.24	Forest School Fox Class 15.04.24
Forest School Ocean Class 15.04.24	Forest School Badger Class 15.04.24
Forest School Rabbit Class 15.04.24	Forest School Robin Class 15.04.24
Follow-up Dental Health Letter – 16.04.24	Mixed KS3 Travel Club Summer Term
Mole and Rabbit Class trip to Drusillas – 11.06.24	Aerobathon & Tomathon – 17.04.24
Mixed KS4&5 Summer Term Enrichment	Year 9 2024 RSE – KS3
Mountain Class trip to Brighton Festival – 01.05.24	Lake Class trip to Brighton Festival – 01.05.24
Mole Class trip to Palatine School – 22.05.24	Crawley College Hair and Beauty Course
5JJ 5CH & 5MH trip to Chichester Harbour Office – 13.05.24	

Lunch Menu	Copies of letters	Term Dates



Good Luck Tom and the Emus!

Follow the Emus – Download the TCS London Marathon App and enter Tom's tracking number 49033

<https://www.justgiving.com/page/tom-brown-1710692268145?newPage=true>







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 of running as a Banana in Pyjama in 2019, for a faster group run of 7 Emus all running in costume at this year's TCS London Marathon.



Seven emus are taking on the London Marathon on Sunday 21st April to raise money to help fund sporting opportunities and experiences for children and young people with learning, social, physical and communication disabilities at Woodlands Meed School & College in Burgess Hill, West Sussex.

Tom made headlines in 2019 when he ran the London Marathon in a banana in pyjama costume with running pal 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 7-strong team will be individually dressed as “emu riders’ and are aiming to break the ‘bananas’ previous record of 3 hours 39 minutes. They’ve recently been spotted taking part in Hove Seafront Park Run and you may well have seen them out and about locally on training runs!



The Emu’s are hoping to raise lots of money for resources and opportunities to enhance the student’s time at Woodlands Meed, with a special focus on giving the students a summer of sporting experiences - to give the children and young people as many opportunities to try out sporting and physical challenges that ordinarily they might not get a chance to do.

Tom said he was feeling “unbelievably excited” ahead of this year’s marathon.

“I am incredibly excited about this year’s London Marathon. We had such an unbelievable experience last time as the bananas, I can’t wait to unleash the emus on to the course! The atmosphere and the crowd at the London Marathon is just incredible and I feel really lucky to be able to run to raise money for the inspiring students I teach at Woodlands Meed.’

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 to be part of the marathon event and help raise money for the sporting activities.

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

<https://www.justgiving.com/page/tom-brown-1710692268145?newPage=true>

Or scan the QR code:



Information about Woodlands Meed:

Woodlands Meed is a generic special needs school and college in West Sussex. The students have a very broad range of special needs and disabilities. Each student is offered individualised care and learning, while belonging to an inclusive, understanding and rewarding community. Our dedicated teaching staff all possess skills across a wide range of expertise. Also, we benefit from a strong multi-disciplinary team of medical therapists, providing excellent care for all: speech and language therapy, occupational therapy, special school nurses and physiotherapy. Working together with the knowledgeable and experienced educational staff, they provide a highly personalised and creative curriculum, encouraging all students to achieve their full potential. Woodlands Meed is an exceptional school which strives to do good things for all its pupils to enable them to achieve their full potential.

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. Families 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.

Over the Net

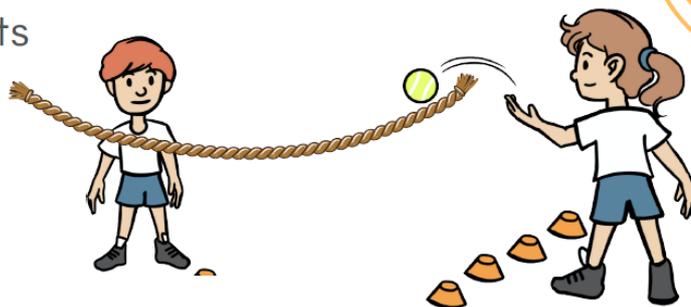


Get Set 4
Education

What you need: 2 or more players, one marker (e.g. a dressing gown rope), one ball (or pair of socks)

How to play:

- Tie the rope to create a net through the middle of the space.
- Throw the ball underarm over the net. Partner attempts to catch it before it lands on the floor.
- If it lands on the floor, person who threw the ball gets a point.



Play first to
five.

Make this easier by playing with a bigger ball.

www.getset4education.co.uk

Wet weather does not dampen Bikeability enthusiasm as week long training a resounding success!

The term started with a bang as all our year 8s completed five days of brilliant Bikeability training.

It is really hard to put into words how fantastic this year's Bikeability was and it is one of the highlights of our sporting calendar. Every year we are always so impressed with our students and this

year was no different with everyone excelling far beyond what we could ever have hoped for! Every child in year 8 accessed some form of Bikeability, be it trying out different adapted bikes, accessing the equipment with greater independence, gaining confidence to try alternative bikes without adult support, learning to ride a two-wheeler on site, or cycling 4 miles on the road!

Some students who had never ridden a two wheeler before, were (after just a couple of days – in the pouring rain I may add!) cycling independently! Every child has



created their own successes and this week will be remembered and celebrated for a long time! Con-



Wet weather does not dampen Bikeability
enthusiasm as week long training a resounding
success!



We had the best
time!

THANK YOU!

Can we do it
again?!





ST. JOHN'S

St John's College is a specialist Further Education in Brighton and Hove

Open Evenings

Wednesday 22 May 5.30-8.00pm

Wednesday 3 July 5.30-8.00pm

Wolfson Theatre St
John's College
Brighton BN2 0AF

We provide education, care and therapy for autistic young people aged 16-25, some of whom also having learning disabilities

Join us to hear more!

Book your place!



www.st-johns.co.uk/opendays



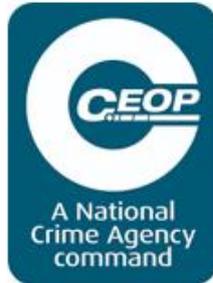
Admissions on 01273 244000

St. John's College is part of Ambitious about Autism



Online safety at home: parents and carers newsletter

Spring/Summer 2024



E-safety Information:

This newsletter provides you with links to different articles about ARTIFICIAL INTELLIGENCE and how you can support your child and young person using this technology and what you need to be aware of:

[INTERNET MATTERS - WHAT IS GENERATIVE AI](#)

[INTERNET MATTERS - PARENTS GUIDE TO AI](#)

<https://www.bbc.co.uk/news/technology-67872693>

We have made an online video of our parental CEOP training. It can be found here:

<https://www.woodlandsmeed.co.uk/page/?title=PSHE&pid=214>

If you require any further information please email our CEOP Ambassador Yasmine Joy: yjoy@woodlandsmeed.co.uk

More information?

Thinkuknow is the education programme from the National Crime Agency's Child Protection Command CEOP (NCA-CEOP) whose aim is to protect children and young people from sexual abuse online.

For more information, advice and guidance, visit their [Parent website](#) and download their home activity worksheets for fun, online safety activities to do with your family.



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



**Places
Leisure**

Part of Places for People

Because Community Matters

SEN Climbing sessions

Starting Tuesday 5th March

We have reduced our numbers during this session to cater for climbers that may need a quieter environment.



Scan the QR code
to book online

Operated by Places for People Leisure Ltd. working in
partnership with Mid Sussex District Council





We can't wait to get back to Elderflower Fields this late May Bank Holiday and would love to see a few of your friendly faces there. It's a fantastic first family festival for those with young children. Small, safe and jam-packed with activities, music, sport and nature to keep the whole family happy.

Tickets go up in price on 1st May but if you **book with discount code SAVER24** you'll save £35 on adult tickets and £10 on child tickets on full-price tickets. **Saving the average family of 4 around £90!**

[Visit elderflowerfields.co.uk](https://elderflowerfields.co.uk) before 1st May and enter SAVER24 on the ticket page (scroll down to 'got a promo code') to reveal discounted tickets

The Burgess Hill Small Makers Market - Dates



SHOP
SMALL

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 - 12-3pm
- 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 co-ordinators is provided.



THE
BURGESS HILL
ACADEMY

SPRING FAIR

Saturday 18th May 2024
11am to 2pm

THE BURGESS HILL ACADEMY
FUN FOR ALL THE FAMILY!

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

FUN FOR THE WHOLE SCHOOL



10% SCHOOL DISCOUNT
USE CODE: SCHOOL10

Over 30
amazing
Inflatables
and
attraction.



Entertainers
and shows,
all included
with entry.



South of England Showground, Haywards Heath.
Saturday 11th & Sunday 12th May 2024 1100-1700 Daily.
Tickets available via Eventbrite

MEGA FUN FAMILY FEST

play together

SCAN TO GET YOUR TICKETS HERE →





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 your 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.

Let's Talk About Masking

Tuesday 16th January
7:00 - 8:30pm



<https://forms.office.com/e/5geYU9Vy4C>

Let's Talk About Masking

Friday 22nd March
12:00 - 13:30 am



<https://forms.office.com/e/21Nf9D9N15>

Let's Talk About Autism/ADHD in Girls

Tuesday 23rd April
8:00 - 21:30pm



<https://forms.office.com/e/rDV8cMOUT5>

Let's Talk About Masking

Wednesday 15th May
8:00 - 9:30pm



<https://forms.office.com/e/PBD2wJkUgY>

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

SOUTHDOWN'S SCALE MODEL SHOW 2024

Free Entry donations for
Chestnut Tree House & Models for Heroes.

Sponsored By

SMC
SUSSEX MODEL CENTRE



WHEN

May 4th, 2024 10am-4pm

VENUE

Bohunt School

65a Broadwater

Rd Worthing

BN14 8AH

Car Parking Behind Venue off Queen Street

FEATURING

Remote Control Trucks,
Competition, Donate & Create,
Club Displays, Traders, Refreshments
and a Tombola

Please Contact Us at
Info@southdownsmodelgroup.org
Find us on Facebook or our Web Site
www.southdownsmodelgroup.co.uk



**MODELS
FOR
HEROES**



M.T.A.

HOLIDAY ACTIVITIES AND FOOD (HAF) FOR CHILDREN

Children and young people aged 4 to 16 who are eligible* for benefits related free school meals can take part in free clubs during the Easter, Summer and Winter holidays. A free nutritious meal is provided as part of the scheme. Visit our website to find activities near you and book your place.

*Check eligibility on the webpage and find information about further support and activities available. Places are limited. Paid-for-places may be available; contact individual clubs for availability.

SCAN ME



WS33006 10.23

www.westsussex.gov.uk/HAF



Dear Adam Rowland,

Re. Partnering with researchers in the SleepWISE research study

My name is Dr Jayne Spiller. I'm a lecturer in Psychology at the University of Leicester. I have a keen interest in sleep in children with neurodevelopmental conditions and how research can improve outcomes for families. My PhD research studied sleep in autistic children and children with Angelman syndrome, Smith-Magenis syndrome and children with Tuberous Sclerosis Complex.

Myself and other researchers from the University of Leicester and the University of Southampton are setting up a research study on sleep in children with neurodevelopmental conditions. This is the first step in understanding what predicts the increased risk of sleep problems in children with neurodevelopmental conditions. We will also identify what strategies parents are currently using to support their child's sleep and what other strategies they would consider acceptable to try. This research study will inform the development of an intervention programme to improve sleep in children with neurodevelopmental conditions. To meet our research aims **we need a large sample (over 1000 families)** and information across three time points.

To recruit this large sample of families, **we need your help to send the online questionnaire study link to parents of children aged 5-15 years attending Woodlands Meed.**

The online questionnaire will take 30 minutes to complete. We just need your help to advertise the study, once families have consented to the study and to be contacted again, we will send the link to families for the second and third data collection waves. We're able to provide you with a copy of the results once the study is finished and we will invite schools who have partnered with us to an online Q and A about the study findings and sleep in children with neurodevelopmental conditions. I've put together a website to introduce this study with further information www.sleepwisestudy.co.uk



If you have further questions about advertising the study, and would like to be contacted via email about these questions or to arrange a call to answer these questions, please scan the QR code above to provide your details. If you are happy to commit the advertising the study in around May this year, please also fill in your details via the link in the QR code.

QR code URL <https://leicester.onlinesurveys.ac.uk/sleepwise-study>

Thank you very much in advance for your time and support.
Yours Sincerely,

Dr Jayne Spiller

Lecturer in Psychology

University of Leicester

University Road, Leicester, LE1 7RH

Email: jkt12@le.ac.uk

SAVE THE DATE

BurgessHill
Town Council

We've got some great events coming up in 2024!



29 MAY - WOWZER WEDNESDAY

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



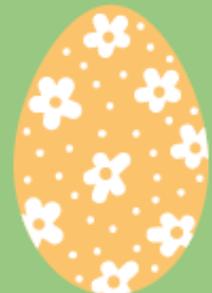
2 JUNE - HAMLET

Burgess Hill Girls, 6pm.

Tickets on sale now - call 01444 247726

23 JUNE - SUMMER FAYRE

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



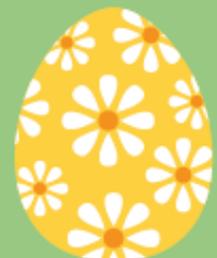
1 JULY - TEDDY BEAR'S PICNIC

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 the park.



24 JULY - THE TALE OF JEMIMA PUDDLEDUCK

St John's Park, 1 - 2:30pm. Free children's theatre. No booking required, just turn up!





Lets Talk about Autism and ADHD

*Join Ellie as she shares her experiences.
Ellie 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.*

**Tuesday 23rd April
8:00 - 9:30pm Online**

There's
still time
to sign
up!

Sign up Here



<https://forms.office.com/e/rDV8cM0UT5>



Your child's mental health and wellbeing: March 2024



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 Five Ways to Wellbeing. How can you build the Five Ways into your life?

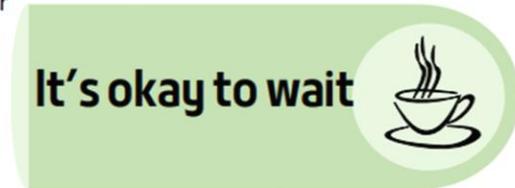
Be creative, e.g. giving doesn't have to be money to charity. It could be giving someone a compliment, or taking in a parcel for next door, or sending a text.

POSITIVE SELF-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 child calls from another room? (Or even texts from their bedroom!) It's okay for them 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 a 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=x3Pkadgw0aQ>



Do you have 1 hour?

Watch this video from our colleagues in Sussex CAMHS about self-esteem and resilience in children and parents. https://youtu.be/S_nsiQiuC8

PQA HAYWARDS HEATH

HAVE A SUPERCALIFRAGILISTIC SUMMER

We will be
learning songs
and routines
from the much
loved musical
Mary Poppins.



MON 5TH - FRI 9TH AUG 2024

10:00AM - 4:00PM

WARDEN PARK SECONDARY ACADEMY, RH17 5DP

PQA

**THE PAULINE QUIRKE
ACADEMY OF PERFORMING ARTS**

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			
	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 V	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			
	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	SIDES	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



FRESHLY BAKED BREAD V, WATER AND MILK V AVAILABLE DAILY. ADDITIONAL DESSERT OPTIONS - FRESH FRUIT VE AND FRUIT YOGHURT V. V VEGETARIAN VE VEGAN



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