



# Down Syndrome Training & Support Service Ltd

Registered Charity Number 1130994  
Company registered in England and Wales  
number 6915555



## ANNUAL REPORT 1st JUNE 2018 to 31st MAY 2019

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# INTRODUCTION

This report covers our financial year 1st June 2018 to 31st May 2019.

We appreciate that it is a large report but it details our funding and services for the year and captures our challenges, evaluations and developments as we endeavour to maintain and expand our many projects.

For the second year running our charity has run at a loss, our expenditure was **about £10 000 more than our income. This isn't too large an amount; our monthly expenditure is £12000**, but it does impact on our reserves.

Every year we need to generate £144 000 from funding bids and fundraising events; every little helps. It is amazing how it all adds up. Thank you for all of your continuing efforts.

Our biggest challenge this year was our training. You will read about how we had to cancel five courses in the Autumn term as schools, who we know desperately need **training, didn't book to attend. Following a survey, which resulted in our Directors** deciding to offer all training for free, if schools could not afford to pay, and an article in the Telegraph & Argus, things greatly improved. It was a big decision, as training can generate as much as £25 000 each year. However attendance on courses is now very much improved and in fact most schools do pay!

**Our biggest development is our 'I can work' project which you can read about on page 21**. Still unfunded, despite several funding bids to back the project, it continues to grow in strength. We currently have three placements with a fourth in line for next term. We are very excited about this project and are currently busy evaluating it.

And our biggest achievement was to be awarded the Duke of York Community Initiative Award in recognition of our best practice and exceptional leadership skills; see next page.

We have also maintained all of our usual services - speech & language group sessions, early development groups, monthly newsletter, dance sessions and youth club and employed a new member of staff to enable Wendy Uttley to devote more time to the work project.

Next year, 2020, will mark our 20th anniversary and we are keen to celebrate this wonderful achievement with all of the families and professionals we support. We have already booked Cedar Court Hotel for the 21st March, World Down Syndrome Day and we hope to plan further exciting events to mark the year.

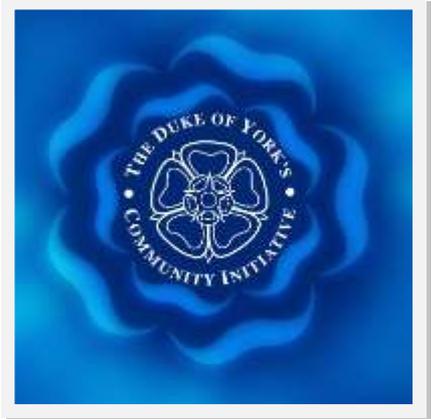
Thank you to everybody involved in making our work so rewarding. Long may it continue, Wendy Uttley

THE DUKE OF YORK COMMUNITY  
INITIATIVE AWARD



In March 2019 we were delighted to learn that we were to be awarded the Duke of York Community Initiative Award. This is a highly sought after status, recognising our best practice and exceptional leadership skills. The award lasts for five years.

On 3rd April, Jenny Rowlands, her daughter Millie, Wendy Uttley and her son Sam attended the ceremony at Catterick Garrison to receive the award from HRH The Duke of York.



# FUNDING 2018 TO 2019

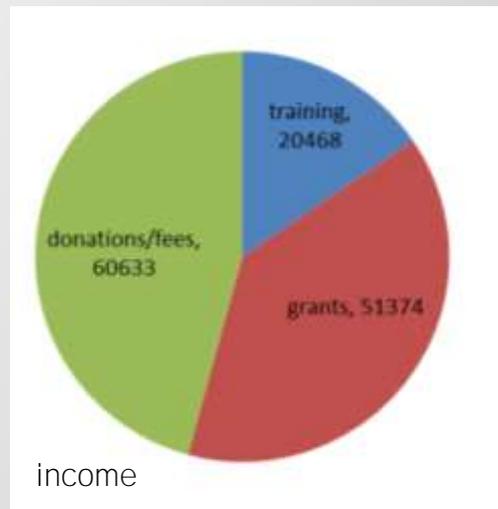
The total funding income for the last financial year was £132 475

We received:

£60 633 from donations, fees and activities, (46%)

£51 374 from grants, (39%)

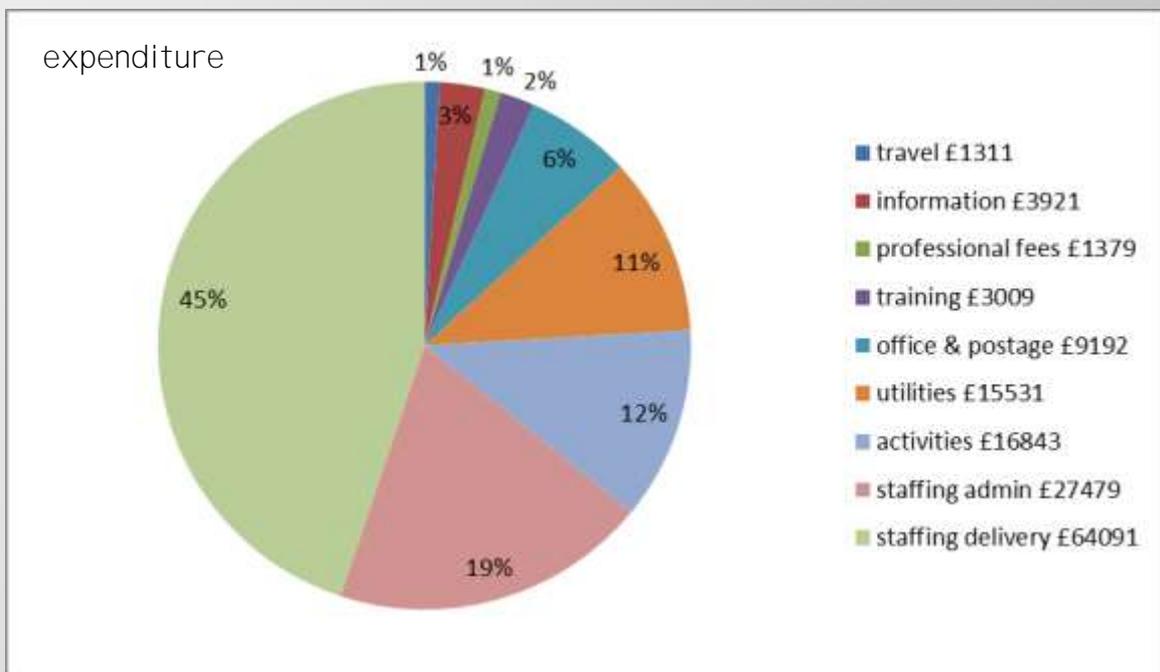
£20 468 from training. (15%)



Overall expenditure was £142 758,

We have spent £10 283 more than we received.

Over the next few pages we detail this income and expenditure and report on how we are progressing with the training and support services we continue to offer.



Our accounts are inserted on page 53

## UPDATE ON OUR FUNDING SITUATION

Looking back over the past few years:

Financial year June 2014 to May 2015: we spent £154 400 and raised £162 168 (£110 127 from grants)

Financial year June 2015 to May 2016: we spent £153592 and raised £169 392 (£114 971 from grants)

Financial year June 2016 to May 2017: we spent £130413 and raised £175 530 (£93 987 from grants)

Financial year June 2017 to May 2018: we spent £161 270 and raised £148 712 (£60 111 from grants)

Financial year June 2018 to May 2019: we spent £143 424 and raised £133 571 (£53 620 from grants)

You can see from the above that this year we have again spent more than we have raised. The shortfall has been funded from our reserves of the previous **financial year and a large amount donated from the Lord Mayor's Appeal 2017/18.** Our balance is healthy with sufficient to fund current costs until June 2020. **This is still however, very 'hand to mouth' as we can no longer rely on receiving large individual amounts from large funders.**

REMEMBER ALL OF YOUR EFFORTS COUNT AND AS WE MOVE THROUGH OUR CURRENT FINANCIAL YEAR WE NEED YOUR HELP TO CONTINUE TO RAISE THESE MUCH NEEDED FUNDS, THANK YOU

## FUNDING GRANTS

### BUILDING REPAIRS & RENOVATIONS

Thanks to a grant of £2500 from the West Riding Masonic Charities we were able to renovate our basement making it into a classroom and café area.

### SPEECH & LANGUAGE GROUP SESSIONS

We received our final instalment, £14906, of the three year funding from the Henry Smith Foundation enabling speech & language sessions to run from January 2017 to end of December 2019.



## EARLY DEVELOPMENT GROUPS

A grant of £5000 from Sovereign Health and £3237 from **Morrison's Foundation** currently funds our Early Development Groups. In addition funding from Awards for All, awarded last financial year, funded the groups until December 2018. Persimmon Building Futures (£1000), First Give (£1000) and Austin Hope Pilkington (£1000) have also been used to fund the groups and resources.



## TRAINING

The Sobell Foundation awarded us £5 800 per year for two years, 2017 to 2019. £200 of this is for taxis to support parents, enabling them to attend training, the remainder is to fund training courses for parents in toileting, behaviour, counselling and sexuality relationships education.

## DOWN SYNDROME LEARNING SUPPORT PACKS

We received £2246 from Skipton Building Society and £500 from Samuel Sunderland Charities towards the cost of our Learning Support Packs.

## WISH CLUB FUNDING

The WisH Club has been funded by the Ironmongers using a grant of £7500 received last year. We are currently seeking funding for this project

## NEW BABY PACKS

We received £500 from Hudson Charitable Trust towards new baby packs for local hospitals.

## FAMILY SATURDAY SESSIONS

We received £1731 from the Boshier Hinton Foundation in the last financial year for Family Saturday sessions.

## DANCE SESSIONS

We received £3200 from Scurrah Wainwright and £500 from an anonymous donor towards the cost of dance21 and twirly21s.

## SUMMER TRIP

£600 from Bradford Council Short breaks paid for our summer trip to Blackpool.

## FAMILY SUPPORT & COUNSELLING

**We received £10 937 from the People's** Postcode Lottery towards family support costs and counselling. An additional amount of £1000 was received from Bradford CVS ABCD Grant to provide one to one counselling sessions.



## YOUR FANTASTIC FUNDRAISING EFFORTS

Throughout the year people have nominated us, taken part in sponsored events, held various sales and other special events, all of which are detailed below. Well done to everybody for their hard work and commitment to raising funds for, and awareness of our charity and Down syndrome. Total raised £53605.

- Les Burrows, £20
- Halfway House, Baildon, £71.88
- Our stall at the volunteering festival, £23.08
- Bradford District Care Trust a donation of £72, charity of the year
- Shona Preston, donated every time she had a cup of tea, £32.92
- Zubair Hussain, £50
- Keighley College, bun sale and performance by dance21, £60.36
- Tony Walton, £55
- P Fletcher, £185
- Shipley Christad, £66.91
- Anonymous, £120
- Alysha Nichols, £60
- **John & Rebecca Ryan's wedding, £50 in lieu of gifts**
- Bingley show craft stall & tombola, £142.72
- Summer craft and cake stall, £50.50
- Liz Rodgers, birthday collection, £197
- I ssimo, raffle at launch of album and collecting box, £75.25
- Aunty Kathleen, £4.28 from collecting coppers
- Ambiente Tapas (charity of the month March), £1463

### FUNDRAISING STALLS

In June 2018 we staffed a stall at Dragon Boat Festival.

In July 2018 we held a stall at Bingley Show raising £142.72. Many thanks to everyone who donated gifts for the tombola and to Michelle and Claire for their beautiful creations donated to our craft stall.



In December 2018 we held a stall at Clayton Dickensian Market raising £184.74

In March 2019 Claire and Heidi staffed a stall selling second hand baby goods at Mum2mum, Keighley and raised £53.95.

- Clayton Dickensian Market, £184.74
- Margaret Southern, £50
- Geoff Sweeney, £30
- D Martin, £11.55
- Bingley Methodist Church, coffee morning, £137
- Adsa, Rooley Lane, £500 for Christmas parties and Down Syndrome Learning Support packs
- Alison Bailey and Eric Godard, £75.63 from a collection
- Bingley singing for fun, £50
- Claire Powis, £130.28
- Anonymous, £144.86
- Susan Uttley, £29.85
- Bingley Methodist Church, £373.65
- Gillian Steward, £70
- **Ivy's grandma, £5.39**
- Donation from attending Introduction to Down syndrome, £30
- Angus and Johanne Smith, £249.85
- **Lord Mayor's Appeal, £28039**
- Octagon table top sale, £31
- Weetwood Primary School, £30
- M Powis, £24.28
- W Uttley, £60.77
- J Stubbs, £123.55
- I Ashman from Town Crying, Ilkley, £50
- Plan to Share Ltd, £2,000
- Verona McEvan-Peters, £54.37
- Open day at our centre, £216
- W Uttley bun sale, £11.52



### LADIES FASHION EVENING

A massive thank you to Shona Preston for organising the Ladies fashion evening on 8th October 2018. Turn out was amazing and Kim, Lucy and Heather made stunning models. £759 was raised at the event.



### WRESTLING FOR DOWN SYNDROME

On Saturday 23rd March UK Wrestling held an amazing fundraising evening at their venue in Batley. The evening raised a whopping £403. Thank you to everyone involved in making the evening such a huge success.

- Mum2mum stall, £53.95
- Wrestling event, £403
- Anonymous, £100
- Leeds Beckett University following a performance by dance21, £15
- Mrs Rebecca Henriksen, £460
- Mott MacDonald Ltd, £563.34
- Our Easter raffle, £57
- Hannah Norris, Community Dental Service, £39.95
- Laura Pottage, £39.36
- Andrea Newell, £10.23
- **Tom Menaldino's sponsored events, £24.63**
- V Martin, £4.85
- **Jo's Café c/o Haworth Medical Centre, £489.45**
- Gung Ho event, Ben Nabozny, £961.60
- Airedale Trefoil Guild, £50 as part of charity of the year
- Asda bag pack, £770.49
- Bradford West Rotary Club, £200
- Hanson Academy, from the Dragon Boat Race, £693
- **Shona Preston's fashion show, £759**
- Bingley 5 Rise Frocks, £200
- Sale of scarves, £15
- Marieline Uttley in lieu of Christmas presents, £150
- Peter Todd, £50
- Rachael Somers, £1 000 towards the WisH Club
- Pinsent Masons Ltd, from a wear jeans to work day, £98.93
- Jean Sandes, £50
- Asda Keighley - collection, £175.78



#### BAG PACK ASDA

Our bag pack at Asda Rooley Lane raised £770.49. Amazing. Thank you to our families and to the lovely staff and customers at Asda for supporting us and to Ellie Coleman and Jessica; it made for an interesting speech & language session!



MONIES RAISED BY SCHOOLS AROUND  
WORLD DOWN SYNDROME DAY

- Carrwood Primary School, £23.50
- Margaret Mc Millan Primary School, £50 following an assembly
- Ash Green Primary School, £200 from world book day
- Calverley Parkside primary School, £70
- Worth Valley Primary School, £29.15 from a cake sale
- Shipley College, £1000 via FirstGive
- Whetley Academy, £108.25
- Cophorne Academy Primary School, £130



A huge thanks everyone who took part in the GungHo event with Next Generation Fitness and Performance, raising £961.60.



Thank you to those who have remembered us at the passing of a loved one. In memory of:

- Bridgit May Murphy, £115.91
- Whinney Leaver, £43
- **Norman Binns, Cody's grandad,** £170



Thank you to ASDA Rooley Lane for their donation of £500

## CHRISTMAS RAFFLE

Our Christmas raffle raised £688



Thank you to everyone who sold and bought raffle tickets and donated prizes.

1st prize - a luxury Christmas hamper bursting with goodies

2nd prize - Yankee candle gift set of candles and holders

3rd prize - bottle of Champagne

Runner up prizes included Christmas cake and stand, body pamper set and cashmere scarves.

## OUR PIN BADGES

Pin badges featuring our logo sell for £2 each.



## COLLECTION TINS - AN EASY WAY TO RAISE CASH

This year we have raised £1030.22 from our collecting tins. This is an average of £40 per tin.



Many thanks to the following people and organisations for taking and filling our tins:

- Holland and Barrett, Keighley and Ilkley
- Collection tins at our centre
- Les Burrows
- Karen Bickerton
- Liz McLean
- The Card Emporium
- **Suzie's Tea Room**
- Nina Rani
- Family Saturday session
- **Sullivan's sandwich shop**
- Elena Keyamy
- Aspire-I gen
- Little Yorkshire Gift Shop
- Louise Rushworth
- Halfway House
- Farzana Kauser

## GIFT AID

Whenever possible we Gift Aid any donations made to us.

Our total for this year has yet to be confirmed.

If you are a UK tax payer any donations made to us can be Gift Aided. This means the government pays us an additional 25%, so if you donate £10 we actually get £12.50.

## WORLD DOWN SYNDROME DAY FUNDRAISERS

To celebrate World Down Syndrome Day, Thursday 21st March, we held an open day at our centre. We held the event in the basement which had just been renovated to include a large storage room for the many gifts and goods we get donated for stalls. The other rooms are now free to be used as classrooms **to help support young adults as part of our 'I can work' project** or a café.



During the day over 50 people dropped in for teas, coffee and cake and enjoyed gift stalls and a tombola. The events raised £216.

Down Syndrome Training & Support Service Ltd  
Registered Charity No: 1130064  
Company number: 08193599

# OPEN DAY

Thursday 21st March 2019

Help us to celebrate World Down syndrome day and raise awareness

Refreshments and stalls will be in our basement; soon to be used as part of our 'I can work' project

I can work

Help us raise funds for children and young people with Down syndrome

Join us at the Pamela Sunter Centre, 2 Whitley Street, Bingley for cakes, buns, scones, teas and coffees, tombola, hand made crafts and gifts, quality second hand toys, books and much more...

open from 10am till 2pm

Many thanks to Betty Dalglish and Judith Tinsley for baking a wonderful range of cakes, to Victoria Phillips and Karen Mayhew for their donations of teddy bears and to our volunteers who helped out during the day.



**ASDA KEIGHLEY COLLECTION**  
Our charity also held a collection at Asda Keighley throughout the day and collected £175.78. Thank you to Louise, Stephen, Nicola, Kim, Judith and Rebecca for helping out on the day.

We delivered seven assemblies during March to over 1300 pupils and in return the schools raised over £600

## CHARITIES OF THE YEAR



A MASSIVE THANK YOU TO THE STUDENTS AT SHIPLEY COLLEGE Students studying Creative Media & Games gave a wonderful presentation on the work of our charity, including two great videos.

A panel of judges presided over the event and, from a total of 8 presentations detailing different charities, our charity won the award, which resulted in a £1000 cheque from First Give.

### LORDS MAYORS APPEAL 2017/18

On the 19th February we were delighted to be presented with a cheque for £28039.00 from the Lord Mayor's Appeal 2017/18.

Bringing the total donated to our charity from the appeal to £36039.00.

The money from this appeal went towards funding our **WisH Club** and **'I can work' pilot project**.



## ONLINE DONATIONS



### VIRGIN MONEY

When BT-My Donate closed it's platform we moved our online fundraising to Virgin Money.

Anybody can use this service to create a fundraising page and raise funds for us or donate direct to our charity. Gift Aid from funds raised this way is easily allocated and really helps to boost funds.



### EVERYCLICK, Give as you Live

We have an account with Everyclick, Give as you Live.

If you shop online they will donate a small percentage of your payment to our charity, for example, Amazon will donate 1.5%. AT NO EXTRA COST TO YOU. This year £63.92 has been raised.



Give as you Live™

Visit [www.giveasyoulive.com](http://www.giveasyoulive.com)



### EASYFUNDRAISING

[www.easyfundraising.org.uk](http://www.easyfundraising.org.uk)

We also have an account with Easyfundraising, another way to raise funds for us as you shop online. This year we have raised £229.26

You can now choose to donate a percentage of your sales to our charity. Just search for 'Down Syndrome Training & Support Service' and select the % amount you wish to donate. We also have an ebay charity 'shop' where we will be selling some items ourselves.

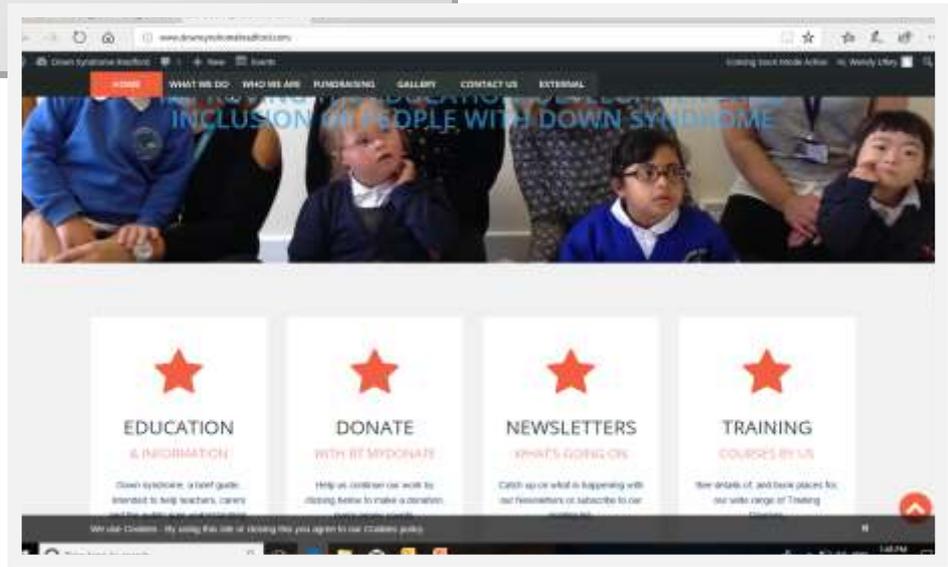


## SOCIAL MEDIA

### OUR WEBSITE

[www.downsyndromebradford.com](http://www.downsyndromebradford.com)

You can book and pay for training, buy resources, set up a fundraising page, access our Facebook Page and much, much more via our website.



### PUBLIC FACEBOOK PAGE

<https://www.facebook.com/DownsyndromeTSS/>  
For more general and formal information.



**CLOSED FACEBOOK GROUP**  
Our closed Facebook group provides information on day to day activities .  
<https://www.facebook.com/groups/>

**TWEET US AT**  
<https://twitter.com/DownsyndromeTSS>



## OUR POLICIES

We currently have the following policies in place:

Child protection policy (Officers Wendy Rhodes, Jenny Rowlands & Wendy Uttley)

Complaints policy

Confidentiality policy

Conflict of interest policy

Data protection policy

Day trips policy

Disciplinary policy

Employing ex-offenders policy

Equality and diversity policy

Fundraising Policy

Grievance policy

Health & safety policy

Key holders policy

Lost Child policy

Maternity policy

Parent Participation Policy

Personal evacuation plan policy

Recruitment policy

Reserves policy

Safeguarding policy

Social media policy, including e-safety

Touch policy

Training Policy

Volunteer policy

Vulnerable adults policy

Whistleblowing policy

ALL POLICIES ARE REVIEWED ANNUALLY

### OUR DIRECTORS

We currently have six Directors on the Board of Trustees:

Foziah Khan

Lauren Drake

Julie Wood - re-elected October 2018

Farzana Kauser - re elected October 2018

Heather Chattell

Jenny Rowlands

Thank you to all our Directors for their time, commitment and support.

### FIRST AIDERS

Wendy Uttley, Isabel Ashman, Wendy Rhodes, Heidi Shepherd, Sam Murray, Maria Thelwell, Jen Senior, Claire Powis.

### GDPR

All of our data is governed by our Data Protection Policy and any personal information collected through our services and training is stored within these guidelines.

### INSURANCE

Our public liability insurance, employers liability insurance and contents insurance is with Illingworth McNair, Markel UK Ltd.

## OUR STAFF

*Wendy Uttley* is our Coordinator & Trainer, 37 hours per week. Wendy manages the group and develops and delivers training, early development groups, writes the monthly newsletter, provides home visits, manages the work project, writes funding bids and attends meetings to promote awareness of the Charity.



*Wendy Uttley*

*Wendy Rhodes* is our Family Support and Events **Coordinator. Wendy's hours reduced from 20 to 15 per week** January 2019, term time only. Wendy arranges our early development groups and speech and language groups and any other events we undertake during the year including fundraising events. In addition Wendy provides support via telephone and home visits.



*Wendy Rhodes*

*Louise Hobley* is our Information Coordinator, 10 hours per week, term time only. Louise oversees the library, learning support packs for families and attends meetings to represent the group, gather and share information.



*Louise Hobley*

*Isabel Ashman* is our Early Years Practitioner, 16 hours per week. Izzy delivers 6 of our early development groups and delivers our training courses Introduction to Down Syndrome and Signing. Izzy also helps to manage our volunteers and deliver Saturday family sessions.



*Isabel Ashman*

*Claire Powis* is our Staff and Funding Coordinator, 10 hours per week. Claire overviews our finances and manages our funding and staffing, including volunteers.



*Claire Powis*

*Kimberley Booth* is our Office Assistant, 3.5 hours per week, Monday mornings, term time only. Kim helps with mailshots and making resources for our groups.

*Sam Murray*, assistant youth worker, 4 hours per week



*Sam Murray*



*Maria Thelwell* is our lead Youth Worker, 4 hours per week. Maria runs our WisH Club on Friday evenings.

*Maria Thelwell*

*Jennifer Senior* is our Youth Pastoral Care Worker in the WisH Club, 4 hours per week on a Friday evening.



*Jennifer Senior*



*Heidi Shepherd*, is our Office Coordinator, 20 hours per week term time only. Heidi manages the smooth running of the centre, and works closely with Wendy Rhodes and Wendy Uttley to manage staff, training and services..

*Heidi Shepherd*

*Karen Barron* was employed October 2018 as our office administrator working 16 hours per week term time only.



*Karen Barron*



*Nicola Booth* started work October 2018 as part of our **'I can work' pilot project team**. Nicola works to support the young people in their placements and manage the volunteer job coaches. She is on a zero hours contract.

*Nicola Booth*

## OUR VOLUNTEERS

A big thank you to our volunteers who have helped us with our administration, summer trips, Saturday sessions, WisH Club, crèches, stalls and the early development groups:

Wendy Tuddenham, Safia Hussain, Les Burrows, Janette Akeroyd, Mary Brown, Mya Hughes, Maggie Holliday, Esme, Elliot Scott, Jake Scott, Josiah Allwood, Ciaran Bartlett, Matthew Caddis and Max Blake.

We have a volunteer policy in place and all volunteers are recruited by interview and complete Safeguarding training and hold a DBS certificate. Expenses are paid towards travel and subsistence.

### VOLUNTEER WORK PLACEMENT

Natasha, a year 10 pupil from Belle Vue Girls school, joined us for a weeks work experience.

## BENEFICIARIES

Our number of family beneficiaries is currently 390 and we have 179 organisational beneficiaries, many of whom are schools. Subscribers continue to be contacted on a rolling monthly programme to renew membership using ready completed forms that just need to be signed and returned. These keep **us up to date with contact details, child's school, permission to use photos of the child**, Gift Aid and the option of receiving information and our monthly newsletter by email rather than by post. All forms are compliant with the new GDPR legislation.

Forms also offer subscribers the opportunity to donate to our charity or set up a monthly subscription.



### NEWSLETTER

We continue to produce a monthly newsletter detailing our events, services and developments in the field of Down syndrome and relevant information from other services. Electronic copies are emailed out and posted on our website and Facebook page.

# I CAN WORK PILOT PROJECT

## OUR EXCITING NEW PROJECT

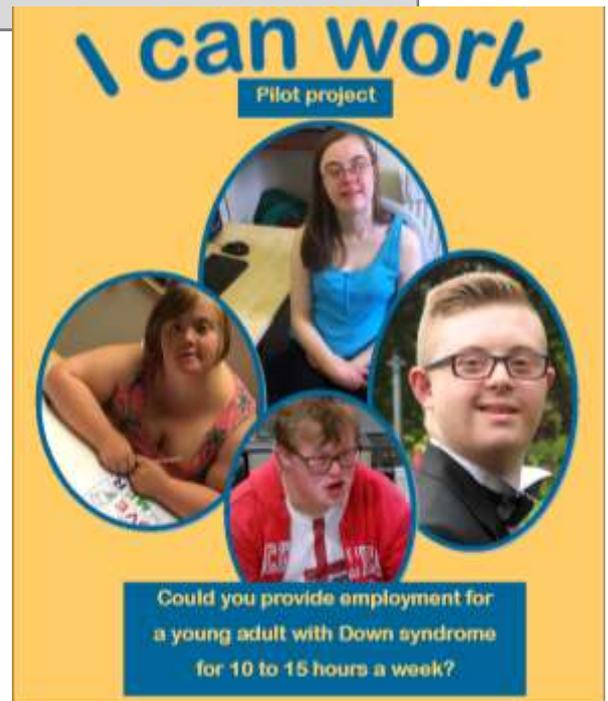
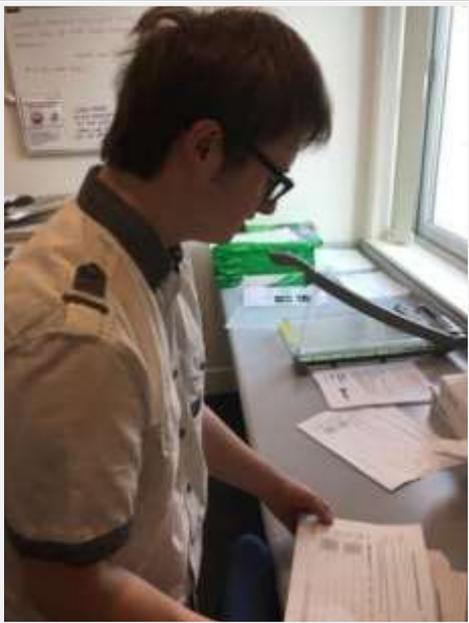
### 'I CAN WORK'

In October 2018 we launched our exciting new pilot employment project in the Bingley area. Over 80 businesses were visited with the aim of securing up to 4 placements. Nicola Booth was employed as a job coach and in January 2019 our first employee, Rebecca Spalding started working 3 days each week at Mortgage Advice Bureau, Bingley. Several months later, in April, Sam Murray started work in the Brew Café, Emerald Group and in May Stephen Hobley started at Haworth Medical Centre.

Placements are initially for 6 months and are 2 to 3 days each week, with the hope that they can be extended and possibly develop into a permanent position.

In addition volunteers were sought to help support the placements. A massive thank you to Judith Tinsley, Diane Andre and Jake Scott for their commitment to supporting the young people.

Stephen Hobley works at Haworth Medical Centre helping with general office duties such as photocopying, keeping the doctors trolleys in stock, ensuring reception is tidy and greeting patients.



Training sessions have been delivered to all companies and they are continuously supported to ensure the placement is working well and meeting the needs of the young people.

To date we have been unable to secure any funding for this project. Our costs include wages for the young adults who we believe must be paid a wage for their work. This gives them a strong message that their work is valued and also helps them to learn vital money skills.

It is not just about learning the job role but learning the many skills involved in a typical work day - from getting up on time, dressing appropriately, getting yourself to work on time, greeting and talking appropriately with work colleagues, keeping on task and learning to be part of a team.

In addition we are also making great contacts and raising awareness in the local community



Rebecca is working at Mortgage Advice Bureau helping with basic office duties, learning to greet customers and answer the telephone.

**Rebecca's placement is due to** finish August 2019 and we wish her success as she moves on to work with Project SEARCH.

Sam Murray works at Emerald Group helping to keep the dining area clean and tidy, restock the hot and cold food holdings and tackle the dishwasher. He will progress to using the till and helping prepare food. He has completed his food hygiene and health and safety at work training and despite being very tired by the end of his working day is enjoying the job.



Cost £1600 per month

# TRAINING

In the Autumn term of 2018, after delivering training sessions at the centre for over 10 years, we saw a drastic drop in schools attending courses and had to cancel five training courses.

The Introduction to Down syndrome course had been offered for free at the beginning of term. It had been attended by 26 people from 10 different schools; we are fully aware that training is still very much in demand.

## TRAINING IS OUR MAIN OBJECTIVE

One of our charities aims and objectives is to provide support and training to the professionals who work to educate our children. This has always brought in a good percentage of our funding and the charity ran at a loss of £12000 last year and £10 000 this year.

Our services cannot be sustained without funding.

## OUR SURVEY

We compiled two surveys, one for parents and one for schools to assess the need for training.

### RESULTS OF OUR SURVEY

We gathered comments from 42 parents and 12 schools, 77% and 92%, respectively, said they felt school staff would benefit from training.

The most requested courses are:

Teaching basic number skills (cancelled 2018)

Using visual resources to develop language and literacy skills (cancelled 2018)

Expectations of behaviour (cancelled 2018)

Reading Language Intervention (RLI) (cancelled 2018)

The reasons schools stated for not being able to attend

included:

- *Cannot afford staff cover - even if the training was provided for free.*
- *CPD budget reduced and all of the training budget allocated to SIP - school Improvement Programme training.*

UPDATE: In the Spring term uptake of training increased with excellent attendance at our behaviour course and our Reading Language Intervention course with staff from 18 different schools across Bradford, Leeds, Halifax, Huddersfield, Oldham, Dewsbury, Harrogate, Manchester and Selby!



## FEEs STILL IN PLACE BUT WITH OPTION TO ATTEND FOR FREE

Following an article in the Telegraph & Argus, and after much deliberation, we decided to offer the Introduction to Down syndrome course a second time for free at the beginning of the Spring term. This again had good uptake.

It was also decided to keep the current fees for schools to attend training but to include the option of attending for free rather than not attend at all. If this option is chosen we now ask schools to remember us in their fundraising.

# TRAINING COURSES

Over the last 14 years Wendy Uttley has developed and now delivers many different training courses in the specific learning needs of children with Down syndrome.

The table below details the courses delivered Sept 2018 to July 2019.

This academic year we have delivered 71 training sessions/ consultations and trained a total of 941 people;

751 professionals and 190 parents. This is an increase of 89 adults on the previous academic year. We have also delivered 7 assemblies to a total of 1300 pupils and 178 staff. 137 of the participants were new to working with a child with Down syndrome and feedback on increase of skills was 100%; see next page for details.

There has also been an increase in the number of consultations and observations.

These are usually charged at £50 per hour plus a further £50 if a report is requested.

Two of our most popular course, Introduction to Down syndrome and signing & Down syndrome are CPD accredited.



Course title	Number of times delivered in Sept 2018 to July 2019	Number of attendees	Locations
Introduction to Down syndrome delivered by Wendy Uttley and I zzi Ashman	19	364 professionals 15 parents 379 total	Bradford, Leeds, Halifax, Huddersfield, Harrogate, Manchester
Teaching basic number skills to children with Down syndrome using the Numicon approach	4	84 professionals 17 parents 101 total	Bradford, London, Kent, York
<b>Let's make it visual</b> - using visual resources to help develop speech, language and communication skills in children with Down syndrome	1	9 professionals 3 parents 12 Total	Bradford
Signing and children with Down Syndrome delivered by Wendy Uttley and I zzi Ashman	6	95 professionals 24 parents 119 total	Bradford, Leeds, Holmfirth
Reading Language Intervention	1	13 professionals 3 parents 16 total	Bradford

Course title	Number of times delivered in Sept 2018 to July 2019	Number of attendees	Locations
The inclusion of children with Down Syndrome - expectations of behaviour	3	42 professionals 3 parents 45 total	Bradford, Pontefract, Peterborough, Huddersfield
Beyond ten, time and money	3	35 professionals 16 parents 51 total	Bradford, Kent, London
Sexuality relationships education course	4	17 professionals 27 parents 44 Total	Bradford, Manchester
Six week behaviour management course	1	1 professional 7 parents 8 total	Bradford
Toileting course (3 weeks)	2	1 professional 8 parents 9 total	Bradford & Manchester
Sleep workshop (2 weeks)	1	7 parents	Bradford
Consultations	15	59 professionals 16 parents 75 total	Bradford, Manchester, Huddersfield, Lancashire, Harrogate
Observations	9	29 professionals 15 parents 44 total	Bradford, Leeds, Manchester
Transition to secondary school/ transition to adulthood	2	2 professionals 29 parents 31 total	Bradford
Totals	56	751 professionals 190 parents 941 in total	
Assemblies	7	1300 pupils 178 staff	Bradford, Leeds, Halifax

At the end of every training session evaluation forms are completed. Below is a collation of responses.

47% were new to working with a child with Down syndrome
98% said their understanding of Down syndrome had increased
100% said they felt more confident in their support of a child with Down syndrome
100% said they felt they could apply and act on the ideas suggested
100% said they felt they could improve their practice
97% said they felt that they understood inclusion more
100% said they felt empowered and inspired
82% said they felt they needed further training/information

It is wonderful to know that 100% of participants feel that they can improve their practice because of our training and 97% feel they understand Down syndrome and inclusion more. Amazing.

A booklet is produced each term detailing the courses that we are offering. Courses are also detailed on our website and on the Bradford Schools Online (BSO) website. We are still the only charity in the region developing and delivering training courses for adults living and working with children and young people who have Down syndrome.

*School assemblies, (1/2 hour) FREE*

*Introduction to Down syndrome for primary schools.*

*Introduction to Down syndrome for secondary schools.*

Both sessions cover what Down syndrome is and what it means to have Down syndrome with time for questions and answers. They are always very well received by both pupils and staff. A peer leaflet is given out at the end of assemblies and we leave a number of books featuring children with Down syndrome in school for several weeks for pupils to read. This year we have delivered 7 assemblies to a total of 1300 pupils and 178 staff.



FREE but cost to us £80 per assembly

## DETAILS AND EVALUATION COMMENTS FROM EACH COURSE

### *An introduction to Down syndrome*

This course has again been the most popular, delivered 19 times to a total of 379 people in Bradford, Leeds, Huddersfield, Harrogate, Halifax and Manchester. This course has CPD accreditation.

This course is 4 hours long but can be reduced to 2 hours for a twilight session in schools. It introduces Down syndrome to people who have little experience of working with children with Down syndrome and covers **society's view of Down syndrome, health implications, strengths and weaknesses in the classroom and outlines ways to address the specific learning needs and manage behaviours.**

### FEEDBACK ON THIS COURSE I INCLUDES

- *Excellent session today, I feel I can apply and act on ways to improve learning for a child with Down syndrome in the classroom*
- *Excellent way of showing us ways in which children with Down syndrome see the world*
- *Very interesting, many ideas could be used for lots of children who do not have Down syndrome*
- *Great. Lots of useful information with practical suggestions*
- *Exceeded expectations. Learnt a lot in a short time*
- *Brilliant session. It cleared up a lot of things but also helped with ideas and resources*
- *A phenomenal course*
- *Good practical focus on things we could do differently*
- *Fantastic course, clear, understandable information, found it useful and knowledgeable*
- *A fantastic course with lots of ideas/thoughts to take back to school*
- *Really interesting course. I found out lots of new things*
- *Trainer was very nice and professional. I enjoyed the course*



### *Teaching basic number skills to children with Down syndrome and other learning difficulties using the Numicon approach.*

This course has been delivered 4 times to a total of 101 people from as far afield as Kent and London. A set of resources detailed in the course using Numicon in pdf is available on a memory stick.

This covers how we learn to count and basic number skills up to 10. It introduces Numicon and includes practical activities and suggestions to promote numeracy. It is relevant for staff and parents working with children aged birth upwards who are still working with numbers up to 10.

### FEEDBACK I INCLUDES

- *Fantastic resources, games made and demonstrated*
- *Useful to learn how to build number knowledge into everyday life*
- ***I'm now feeling more confident***
- *This course will help enormously in helping my child to succeed and have fun doing it*
- *An interesting and engaging course, very useful resources and handouts*
- *Excellent as always and a very necessary course for our children*

### *Signing for children with Down syndrome*

This course has been delivered 6 times to a total of 119 people. A book, 'Signing and Down syndrome' accompanies the course. This course has CPD accreditation.

The course is over two, 2 hour sessions and covers why we use signing with children with Down syndrome and the signs for the alphabet, manners, animals, food, family and other people, the home, school day, colours, descriptions, time/days, questions and connective/link words. It includes practice sessions of useful phrases and **familiar children's songs and finishes with a** discussion on how behaviour can be addressed through introducing signing.

A book "Signing and Down syndrome", covering the signs in this course is available for £7

#### FEEDBACK I INCLUDES

- *Enjoyed this course very much and made me understand my daughter's world a little more*
- *Really enjoyed the training, like the small group and all practicing together*
- *Loved this, feel so much more confident*
- *The course was at a pace where you weren't put under pressure and instead helped*



### *Let's make it visual - using visual resources to develop the language and communication skills of children with Down syndrome*

This course has been delivered once this year to a total of 9 people. A memory stick of 100s of resources is available.

The course has been reduced to a half day session and covers why the written word is used as a visual tool to develop language skills, methods to develop clarity of speech, grammar, vocabulary, and lengthen sentence utterance, visual timetables, conversation diaries and ideas to develop reading, writing and spelling skills.

#### FEEDBACK I INCLUDES

We have limited feedback and we are considering ceasing delivery of this course.

### *The inclusion of children with Down syndrome - expectations of behaviour*

This course has been delivered 3 times to a total of 45 people in Bradford, Pontefract, Peterborough and Huddersfield

By considering the learning profile of a child with Down syndrome and looking at areas of need this course aims to address areas where difficult behaviours may develop.

It looks at expectations, appropriate behaviour, including self help skills and goes on to outline strategies, focusing on wanted behaviour.

#### FEEDBACK I INCLUDES:

- *Really useful course. Learned a lot of information. Feeling positive about trying new techniques*
- *Very informative and behaviour strategies can be used with all children displaying difficult behaviour*
- *Very thorough and informative. Excellent handouts*
- *The handouts provided were really useful. I would not have gained the information if I hadn't attended*

*Reading, language intervention for children with Down syndrome*

This year the course has been delivered once to a total of 16 people in Bradford.

FEEDBACK I INCLUDES

- *Very pleased with the training, informative, thorough and useful*
- *Really enjoyable and I will be taking it back to the classroom*
- *I feel like this training has given me lots of help with my job role*

**The RLI programme, detailed in a teacher's**

handbook and DVD developed and produced by Down Syndrome Education International, comprises two strands of intervention; a reading and a language strand. Its aim is to improve spoken language and literacy skills of children with Down syndrome and improve teaching practice and support educators. Training is over two 3 hour sessions and includes lots of hands on activities to illustrate how to put the programme into practice.

This course has CPD accreditation via Down Syndrome Education International.

*Sexuality relationships education and Down syndrome.*

*ME, my body, my friends, my life.*

This year the full course has been delivered 4 times to a total of 44 adults in Bradford and Manchester.

This can be a subject that some people find very uncomfortable to approach yet it is vital for our children to understand the many areas covered. Through fun activities the course helps overcome these fears. The course includes a set of resources, worksheets and programme of delivery written by Wendy Uttley to tackle topics such as: Public and private conversation, actions, touch, places and body parts, feelings, puberty, personal hygiene, safety in the community, social boundaries and appropriate greetings.

FEEDBACK I INCLUDES

- *I have enjoyed talking about a subject that is not easy to talk about. Having other parents perspectives helped*
- *I enjoyed the frankness with which the subject was dealt with*
- *Lots of relevant activities and the activities were good*
- ***I now know it's not too early to start exploring issues***
- *I enjoyed the openness of discussions without any reservations*
- *The course was delivered in a relaxed, fun way*
- ***The group activities were most enjoyable and hearing other's thoughts***
- *I now feel so much more confident to teach my daughter about SRE*
- *I enjoyed the group discussions, others viewpoints and experiences. The activities made you think deeper about difficulties young people face*
- *Absolutely fantastic, informative, encouraging and a huge reality check*
- *I will now be more confident in speaking and delivering information*

*FREE six week behaviour management course for parents, carers and support staff of children with Down syndrome*

This course was delivered twice to a total of 7 parents and 1 professional. A crèche helped those who would otherwise have not been able to attend. A crèche was also available allowing parents to attend who otherwise would not have been able to. Funded by Sobell Foundation.

The course covers an overview of the learning profile of a child with Down syndrome looking at how difficult behaviours may develop. Parents are encouraged to focus on a specific behaviour they wish to modify and we discuss methods and ideas to modify the behaviour. Support staff working with the child are welcome to attend the session in a bid to provide a consistent approach. Opportunities are provided to discuss progress and learn from each other.



Cost £600  
per course

FEEDBACK I INCLUDES

- *Amazing insight into my son and our behaviour in response and ignoring*
- ***I found it most helpful having the course delivered by someone who's been in my shoes. Really helpful yet easy strategies to use***
- *The course has changed how I react to bad behaviour*
- *The course has increased my patience, consistency, how we look after each other and has helped me to feel more in control*

*Toilet training for all ages FREE*

The course was delivered twice to a total of 8 parents and 1 professional. Once as a day workshop and once as a 3 week workshop. The training continues to be very enjoyable and we **get some great updates from parents on their child's** progress in mastering toileting skills. A crèche was also available allowing parents to attend who otherwise would not have been able to. Funded by Sobell Foundation.

Sessions run over three weeks and cover how the bladder develops, skills needed to use the toilet, tips on toilet training, constipation, day and night time wetting; setting targets for each child. There are also opportunities for mutual support sharing ideas and resources and monitoring progress.



Cost £300  
per course

FEEDBACK I INCLUDES:

- *A great session, well organised and informative*
- *I now feel more positive about taking it one step at a time*
- *I increased my understanding, so helped to predict times of needing toilet*
- *I can now be more in control and confident in toileting my child*

*Sleep workshop FREE*

This is a new two week workshop developed to help families whose child has difficulty settling and/or sleeping through the night. Using research and information gathered from Cerebra and Michael Farquhar the sessions work to develop a programme to improve the sleep routine, encourage consistency and master sleeping through the night.

The course was delivered once to a total of 7 Parents



Cost £200  
per course

### *Beyond ten, time and money*

The course has been delivered 3 times to a total of 51 people in Bradford, London and Kent.

This course follows on from our earlier number course and covers counting beyond 10, introducing two digit numbers, addition and subtraction, counting in 10s, introducing place value, time and money and looks at realistic targets for children

#### FEEDBACK I INCLUDES:

- *Brilliant course!!*
- *The knowledge of the speaker was excellent, with the added level of her being a parent as well*
- *It was useful to understand how to teach life skills, making learning fun, using Numicon for games and to incorporate into everyday activities*
- *Great to have things demonstrated and to see things*
- *This was a fantastic well thought out explained course—loved every minute*
- *Really enjoyed the course, easy to follow, will help tremendously with the child I work with and other children in the class*
- *Another useful and interesting course. Very clear presentation with good use of examples and practical uses...would recommend to carers and professionals*
- *Thoroughly enjoyed it, definitely worth the drive!*

## COUNSELLING

Following funding from the Sobell Foundation, People's Postcode Lottery and Bradford CVS ABC Grant we ran a six week counselling course with Tara Fox in the Autumn term of 2018. This funding also enabled us to run many of our workshops detailed above. A free crèche was made available.

#### FEEDBACK I INCLUDES:

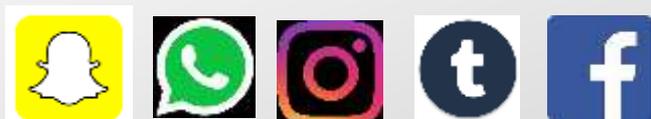
- *Loved it. It's made me think about me and controlling only things I can control. Not blaming myself.*
- *I learned to think about my actions, try to put things into better perspective. Slow down!*



Following feedback from some parents next year counselling will be in the form of one to one sessions rather than group therapy.

## ONLINE SAFETY AND YOUNG PEOPLE WITH A LEARNING DISABILITY - NEW COURSE

Wendy Uttley put together a course based on the CEOP training - Child Exploitation and Online Abuse, aimed at helping parents understand and learn about issues relating to social media and other online sites. This training was offered for FREE but due to poor uptake has not yet been delivered.



## TRANSITION EVENINGS AT OUR CENTRE

### Tackling the difficult question of what comes next

During March 2019 we ran two transition evenings at our centre. The first detailed transition from primary to secondary school. We discussed the different options available and the pros and cons of each weighing up mainstream and various specialist provisions, questions to ask, what courses may be studied and transport; encouraging parents to make plans. There is still so much work to do to make mainstream secondary school a realistic and good option in Bradford. Following the meeting we wrote to Bradford Education expressing our concerns at the lack of DSP (designated special provision) within mainstream schools and the lack of resources and training within mainstream secondary schools to support good inclusion and education.

The second evening focussed on transition from secondary school to college and employment. Fifteen parents attended representing young people from mainstream schools, DSPs, special schools, college and in home education. We discussed various options; college, adult social care placement, such as Mind The Gap and supported work placements. Again there are still many issues to be challenged; such as why **can't the children in mainstream stay on into sixth form provision?**

Many thanks to the staff and additional volunteers at the WisH Club who entertained some of the young people while the meeting took place.

## REPRESENTING THE NEEDS OF OUR CHILDREN AND FAMILIES

Wendy Uttley sits on the Special Educational Needs and Disability Strategy group which meets monthly in Bradford. Wendy attends as a parent and also aims to represent our charity and the needs of our families in discussions on education, health, transport, transition and social care.

In addition Claire Powis and Louise Hobley are now parent representatives on the workstream groups for SEND in Bradford.

SEND Ambassador

More recently Sam Murray has become an SEND Ambassador for Bradford attending conferences within health, education and social care to deliver his message of inclusion.

Sam Murray has delivered his 5 minute presentation to the SEND strategy group, staff at Haworth Medical Centre and as the opening talk at the Transition to Adulthood conference, Bradford raising awareness of the needs of young adults with Down syndrome.



# amazing feedback on our training

- This was a fantastic well thought out explained course—loved every minute

*Amazing training delivered, highly engaging, useful and expanded understanding of Down syndrome considerably*

Another useful and interesting course. Very clear presentation with good use of examples and practical uses...would recommend to carers and professionals

*Thank you for your strength and enthusiasm. It's greatly inspired me*

*I found it most helpful having the course delivered by someone who's been in my shoes. Really helpful yet easy strategies to use*

*The course has increased my patience, consistency, how we look after each other and has helped me to feel more in control*

*Very inspiring and insightful, would be very interested in further training*

*Lots of information delivered in a very friendly helpful and practical way. Useful to know you are here if we need more support.*

Really enjoyed the course, easy to follow, will help tremendously with the child I work with and other children in the class

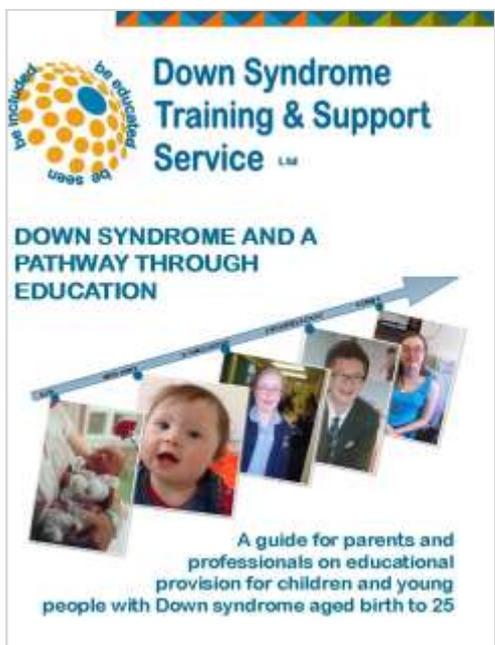
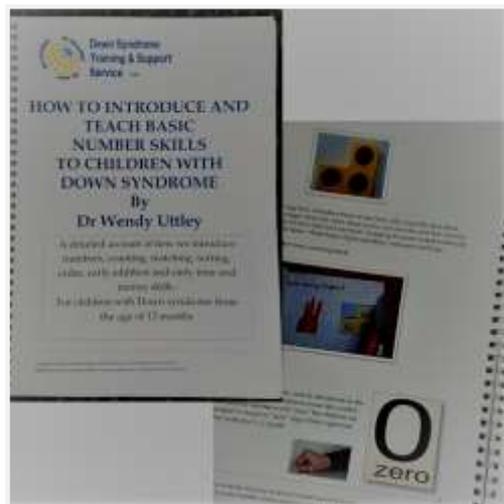
100% of participants feel that they can improve their practice because of our training and 98% feel they understand Down syndrome and inclusion more

# OUR OWN PUBLICATIONS AND RESOURCES

## OUR NEW PUBLICATION 'TEACHING BASIC NUMBER SKILLS TO CHILDREN WITH DOWN SYNDROME'

by Dr Wendy Uttley

The book brings together the number interventions developed by Wendy Uttley and used in our early development groups throughout our five year programme. It is a detailed account of how we introduce numbers, counting, matching, sorting, early addition and early time and money skills from the age of 12 months to 6 years and above.



## DOWN SYNDROME AND A PATHWAY THROUGH EDUCATION: A guide for parents and professionals on educational provision for children and young people with Down syndrome aged birth to 25

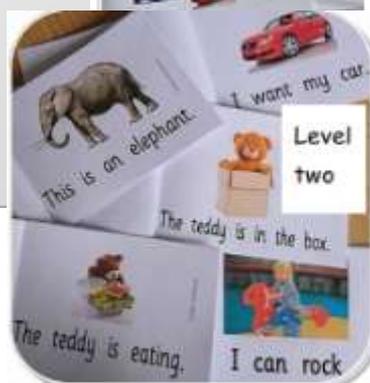
A 16 page booklet, written in parent friendly language covering different educational options, questions to ask when visiting schools/colleges, details to **consider when contributing to your child's** Education Health Care Plan and where to seek support from birth right through to age 25.

## EARLY READING BOOKS LINKED TO READING LANGUAGE INTERVENTION PROGRAMME

written by Dr Wendy Uttley  
Two full sets of 10 books at level 1 and level 2 are now available to buy in print or download.

All resources have been checked and edited by speech therapists.

Both sets sold out in the Autumn term and new stock was purchased.

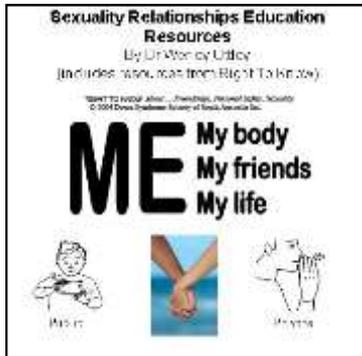


*The books are simply excellent - perfect for my child in school.*

## RESOURCES

Over the years we have put together five different sets of resources and programmes to support our training courses. All resources are in pdf format and loaded onto memory sticks and sell for £10 each.

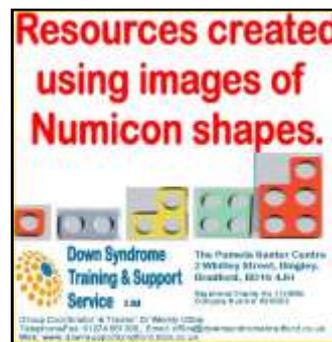
This year we have sold 131 memory sticks



ME - my body, my friends, my life  
Resources and activities to support the teaching of sexuality relationships education



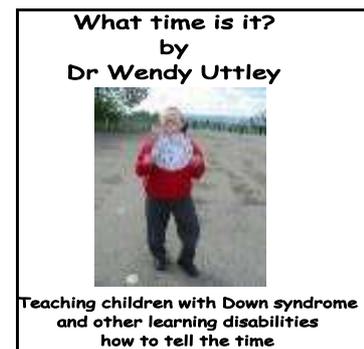
Language resources  
A wealth of resources to accompany the course  
'Using visual resources to develop speech, language and communication skills'



Numicon resources  
A wealth of resources to accompany the course  
'Teaching basic number skills using the Numicon approach'



Teaching Money Skills  
150 finely graded activities and resources

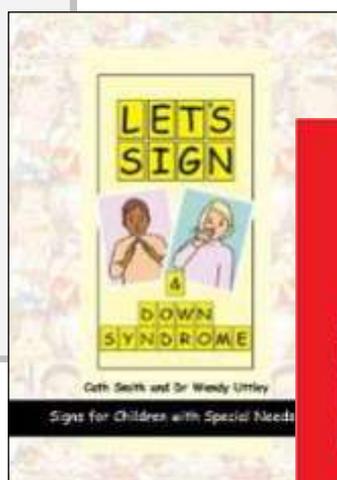


What time is it?  
A detailed programme plus all resources to help teach children with Down syndrome and other learning disabilities how to tell the time

## SIGNING BOOK

### ***Let's Sign and Down***

*Syndrome* written by Cath Smith and Wendy Uttley, (£7). The book, which accompanies our signing course, continues to sell well.



*Signs for Sexuality Relationships Education for young people with SEN* written by Wendy Uttley and Cath Smith, (£6).

This book was produced to accompany our sexuality relationships education course.



## LIBRARY OF BOOKS AND RESOURCES

A booklet detailing the contents of the library is available on our website.

It contains a wealth of information and resources on many areas:

- Education and inclusion
- Speech & language development
- Signing
- Early development
- Sexuality relationships education
- **Children's books featuring children with Down syndrome**
- Health and medical issues
- Maths and number skills
- Family experiences
- Literacy and reading
- Benefits



## IPADS, APPS AND SOFTWARE LIBRARY

Our software and I pads are now very rarely used and we will be reviewing this part of our library next term.

## NEW ITEMS IN OUR LIBRARY

Thanks to Julie Pryke, a local author who has given us copies of three of her books for our library,

- *Tell tales, A book on how to tell tales*, encourages parents & professionals to tell their own tales to children (and in turn encourage children to tell their own tales too),
- *Tell tales online* is a companion book to help people develop their skills in inventing & telling stories to help develop good relationships with children in their life who they may not have regular face to face contact with.
- *The Christmas wrapping paper* a seasonal book to encourage fun story telling.

## DOWN SYNDROME LEARNING SUPPORT PACKS

During 2018/2019 we put together 10 Down Syndrome Learning Support packs for new families. The packs are like a mini library, they contain a wealth of information on the specific learning needs of children with Down syndrome and how to address that need and are welcomed not only by parents and schools but also various health professionals involved with the family. They are long term in that the information contained in them is relevant for many years, in particular the first 5 years of life.

Each pack contains See & Learn resources produced by Down Syndrome Education International, a home Numicon kit, **our signing book and our 'Down Syndrome and a Pathway Through Education' book. The packs are to be used at home and in school.**

Funded by Skipton Building Society and Samuel Sunderland Charities



Cost £250  
each



Cost £10  
each

## OUR NEW PARENT PACK

The pack is aimed at new parents, or parents-to-be, and contains information on local and national support and a booklet comprised of pictures and lovingly written accounts of some of our members children.

This last year 9 packs have been distributed to **Harrogate District Hospital and St. Luke's Bradford.**

The packs are vital support for new parents. When families make contact with the group we offer, whenever possible, a home visit followed by an invitation to attend the second hour of our youngest early development group when we chat, get to know each other and do some singing and signing.

Funded by Hudson Charitable Trust

This year we have provided 9 home visits.

## PARENTS INFORMATION BOOKLET

Our information booklet detailing activities, support, benefits, education and health is continuously updated and available to all families and organisations. It brings together a wealth of information that we, as parents, have found to be of use over the years. Copies available free from the centre or online from our website.

## SPEECH & LANGUAGE GROUP SESSIONS

Our speech & language group sessions and oral motor/feeding sessions are currently funded by Henry Smith Charitable Trust until December 2019.



Over the year 68 children and their parents have benefitted from these sessions.

Ellie Coleman and Lauren Drake continue to deliver the group sessions and any one to one sessions requested.

### TRAINEE THERAPISTS

This is a great opportunity for us to share our best practice with the therapists of tomorrow. To date 8 therapists have benefitted from the experience of working alongside our therapists and observing our Early Development Groups. Our trainee therapists are Jessica Foley and Rachael Wakefield, students from Leeds Beckett University. They started April 2018.

Cost £1000  
each month

### SPECIALIST FEEDING AND ORAL MOTOR SKILLS SUPPORT SESSIONS

Half termly sessions specifically for children with Down syndrome who have difficulty feeding/poor oral motor skills are delivered by Jo Gallagher, Highly Specialist Speech and Language Therapist from Leeds and Verena Winchcombe, Paediatric Dietitian from Bradford. Parents book in advance and bring along their children so that their eating/oral motor skills can be assessed and exercises given to help.

We evaluated our group sessions in March 2019. However only 11 questionnaires were Completed. Next year we must ensure more families and young people are supported to give feedback either written or verbal.

Comments include:

- *Extremely patient teacher who understands the needs of the children taught completely.*
- *We occasionally become surprised with how much more he knows than we assumed.*
- *He loves to see his friends, he feels quite confident while giving answers, finds it a bit hard to understand other children when they speak too fast and not clearly. He feels a part of the group works well on his life skills.*
- *He is more focussed, more independent, loves to interact with children, good waiting and listening, likes to help children.*

*As he becomes older he has more confidence, learns faster, understands more, trying more, to work out things on his own, more caring about small children.*

*The structure and content of the sessions has hugely helped my daughter and will enable her to have some independence as she gets older*

*She has made new friends and it has helped her at school to speak up in class and really participate*

*He is attempting to speak more, so I think he will become better at pronouncing words accurately*

*She is wonderful to talk to and older adults are always pleasantly surprised at her clarity of speech*

*Communication skills improved - I can use methods at home learnt in class*

*Authority speech and language a complete waste of time and so this class is much needed.*

*most people can now understand him and communication much improved*

# SPEECH AND LANGUAGE NETWORK NORTH

FOR SPEECH AND LANGUAGE THERAPISTS ACROSS THE NORTH OF ENGLAND

Our long term aim is to improve speech and language provision for people with Down syndrome in the North of England.

Since the formation of this network in January 2015 we have held 8 information and training days open to therapists across the North and beyond including Bradford, Airedale, Grimsby, York, Macclesfield, Manchester, Huddersfield, Halifax, Barnsley, Wakefield, Leeds, Rotherham, Stockport and Scotland.

In 2018 it was decided to reduce these sessions to annually and our training and information day was held in December 2018

## **'Speech & Language Therapy for Teenagers with Down Syndrome with Ben Bolton'**

Our 8th networking, training and information day was postponed in July 2018 and took place on the 4th December.

Ben Bolton used the social model of disability to explore the specific challenges and considerations of supporting teenagers with Down syndrome to develop their communication skills. It covered:

- Teenagers in context; transition from child to adult,
- Goal setting with teenagers,
- Aligning goals of teenagers, parents, teachers and SLTs
- Self-advocacy
- Working with teenagers; what do we work on, and how do we make it interesting for teenagers?

18 therapists, including six trainee therapists from Leeds Beckett University joined us for the day.

Feedback was very good and included:

- *Lots of really interesting and useful content*
- *Really great session. Really like the practical application*

We ask each attendee for a donation of £20 towards the cost of these training days.



# EARLY DEVELOPMENT GROUPS

Throughout the year nine groups have been running; six fortnightly and three monthly. The intervention is over 5 years and follows a programme written and developed by Wendy Uttley and delivered by herself and Isabel Ashman.

Throughout the year, 57 Children have attended the sessions, 12 of these children were new to us. In July 2018, nine children graduated.



Some of our amazing 2018 leavers we wish them all the best in their prospective schools.

FACEBOOK We now have a secret Facebook Group:  
<https://www.facebook.com/groups/earlydevelopmentgroups/>

Professionals attend either in support of the children or to observe our best practice.

All early development group sessions are two hours long and focus on early communication, language, speech sounds, interaction, number, reading, social, fine and gross motor skills delivered through short fun activities.

Sessions can be quite intense at times but the focus is always to ensure the child enjoys the session and parents feel confident to continue input at home.

The children in the groups never cease to amaze us with their achievements and it is extremely rewarding to be part of their development.

Reports for children are provided towards their assessment for an Education Health Care Plan and also when the children leave year 4 of the intervention and enter full time school.



## ONE to ONES

One to one sessions are used to support children who need more specific input. In addition, for a fee, we now undertake an assessment and produce a written report should a school or parent request one. This year we have provided 16 children with specific one to one sessions.

The sessions were evaluated early 2019. All parents said they could see their child making progress, felt better supported and more confident. There were so many excellent comments. Here are a few:

What developments have you seen?

- *His speech is starting to emerge and attention span increasing.*
- *I ncreased focus and engagement with numbers and with sight words also with using sentence strips. Better focus generally.*
- *Recognising some signs. Development in his attention to watching other children and adults.*
- ***My child's speech, signing, social skills and educational skills such as counting, sorting colours and beginning to encourage to read. This has all been developed thanks to this group.***
- *More interest in activities - enjoying singing and signing - not signing yet but pays close attention to signs. Much more settled in group, social skills improving*
- ***My child's communication skills have improved greatly - that takes the pressure off and minimises frustration. Development in crucial areas like understanding, expression, socialising, language etc had been boosted too.***



Comments from parents about how they and their child benefit:

- *The sessions provide a good environment to practice signing and learn new methods of encouraging my child with her development.*
- *Little tips given are valuable and a reminder of how to differentiate.*
- *He does not focus as well in school so it is valuable for me to see what he is capable of. I am much better able to assess him at the centre!*
- *I always come away feeling reassured that my son is developing well. It is lovely to be able to speak to others about any concerns, thoughts, get ideas, learn more and more signs each time. Meet other families in the same/similar situations.*
- *The sessions have been a crucial part of our early intervention plan. He benefits greatly on many levels. I as a parent have a deeper understanding of his needs. There are a lot of useful tips/ideas we can take home and practice in order to help him to reach his potential.*
- *Bingley is not far for us so great, time is also great and works well. A reminder comes through text which is really helpful.*
- *Everyone is lovely and extremely supportive when I have had questions and emailed I have always got a prompt response, same with text.*



Cost per group session £80.  
Total annual cost £15000

Funded by a grant of £5000 from Sovereign Health and **£3237 from Morrison's Foundation.**

In addition funding from Awards for All funded the groups until December 2018 and Persimmon Building Futures (£1000), First Give (£1000) and Austin Hope Pilkington (£1000) have been used to fund the groups and resources.



## OUR YOUTH CLUB



Our Youth Club, the WisH Club (short for Weekend is Here), continues to be as popular as ever with 22 active members.

A massive thank you to Maria Thelwell, Youth Club Leader, Jennifer Senior, Pastoral Care Worker, Sam Murray Youth Club

Assistant and all of the volunteers who have been involved: Elliot Scott, Les Burrows, Mya Hughes, Jake Scott, Joshia Allwood, Ciaran Bartlett and Max Blake.

Jen has also been able to offer transport home for some of the young members.

Cost £170  
each week.



TEE SHIRTS &  
HOODIES with the  
club logo are now  
available.

All members have a personal emergency evacuation plan (PEEP) in place and a care plan in place should they require support with personal care. We are also working on personal targets for the young people across self care skills, friendship skills and appropriate social behaviours. The setting is an ideal place to work on these skills as it is a safe and supportive environment.

### FACEBOOK

The WisH Club Facebook group:

<https://www.facebook.com/groups/wishclubyouth/>

The group is secret and there are some amazing photos shared every Friday evening.

The club runs every Friday, 6 to 8pm for young people aged 11 to 13 years and 6pm to 10pm for teenagers upwards. Young people are welcome to bring along a friend or sibling age 11+ to the club.  
SUBS £2 per week.





The club is full of equipment: HiFi, pool table, X box, TV, DVD player, karaoke, football table, chill out area with bean bags and comfy couches, air hockey table and large Connect 4 and the tuck shop aims to help the young people develop time and money skills.

Over The Easter break our youth club underwent a full make over.

It was a massive undertaking but thanks to so many volunteers, we reckon over 100 hours of volunteer time, and just under £2000 we did it.

**A big thank you to Rachel Somers, Finlay's mum, who donated £1000 towards the cost of this earlier this year and the Lord Mayor's Appeal.**

Many thanks also to:

- Heidi, Karen, Claire, Wendy Rhodes and Wendy Uttley who volunteered their time to do cleaning and sorting.
- The staff from Mortgage Advice Bureau, Bingley for carpet removal
- **John from Carpet Roll Supplies who loaned out his 'scraping' machine for the job**
- Peter Murray and Wendy Rhodes for painting
- The men from Office Furniture Supplies who carried the large boards upstairs
- Tony from Stanley Mills Garage who helped to mount our new graffiti wall

Amazingly all of this was achieved in the first week of the Easter break ready for the new carpet to be fitted the following week.



Our volunteer helpers from Mortgage Advice Bureau, Bingley.



In September we held a session on appropriate touch teaching the young people about public and private body parts. This was followed up in November with a session on intimate personal touch; one for boys and one for girls.

#### FEEDBACK FROM WISH CLUB MEMBERS

Feedback was gathered from club members using visual forms.

All of the young people indicated that they had made friends, the most popular activities were karaoke, air hockey and watching DVDs and 75% of members gave 10/10 for enjoying the club.



#### FEEDBACK FROM PARENTS

Feedback was gathered from parents using a separate form. All parents recorded that their young

person enjoyed coming to the club and that they knew this by:

- *They want to see their friends*
- *Always excited before and after the club.*
- *They talk about the club and the friends they meet there.*
- ***They can't wait for Fridays***
- *Their body language tells me that. They look forward to it*
- *He wants to come every week*

All parents felt that their young person needs were met at the club. Comments included:

- ***It's a lovely social circle***
- *The club and everyone connected with it is brilliant. Maria and Jen are brilliant, thanks*

## DANCING



Dance21 continues to run Mondays weekly with Lauren Green. Classes are for young people with Down syndrome aged 11+ upstairs at Shipley Lanes bowling centre.

This year they have performed at nine events at:

- The World Down Syndrome Congress, Glasgow
- Our Annual General Meeting at Haworth Road Methodist Church
- Leeds Beckett University Speech Therapy Dept. social event
- Diverse Fest, Bridlington
- Specialist Inclusion Project celebration event
- Keighley College
- Cullingworth Gala
- Expressions, Northern Ballet
- Haworth Road Methodist Church

Well done to all of the dancers - amazing work.

Cost £35 per session

Feedback from the dancers gathered using visual feedback forms includes:

- *I enjoy meeting friends, getting exercise, performing in shows, the music, being in a group*
- *I like Lauren the dance teacher*
- *I love music and wish it would go on all year round without stopping for school holidays*

Twirly 21s is our dance session for younger children, aged 5 to 11. We ask for a voluntary donation of £2 for each lesson. Twirly21s runs every Saturday at Footsteps Theatre School with Claire King.

Parents really welcome the opportunity to meet up for a cuppa each week and share experiences and concerns.



Funded by Scurrah Wainwright and an anonymous donor until December 2020.

WORLD DOWN SYNDROME CONGRESS



In July 2018, seventeen of us went to Glasgow to take part in the 13th World Down Syndrome Congress. It was the first time in 32 years that the congress had gathered in the UK. Over 1000 people from 72 different countries descended on Glasgow and we were part of it!

On the first day Wendy Uttley delivered a workshop on appropriate greetings to over 100 young adults; It was very well received and thoroughly enjoyed.

On the second day dance21 wowed the audience with their brilliant dance routines for nearly 30 minutes; their new outfits looked great and they went down a storm.



On the Friday Sam and Elliot delivered their ESEE class to about 50 young adults with Down syndrome with everyone joining in and enjoying the fun moves to help them keep fit.

Our trip was funded by the Lord Mayors Appeal and your donations. The new outfits were funded by Short Breaks, Bradford.

# FAMILY ACTIVITIES

## MONTHLY FAMILY SATURDAY SESSIONS

Following funding from Boshier Hinton Foundation we have been able to provide some exciting and entertaining Saturdays. These have included:

2018

June - **the animals from Noah's Ark**

July - SORM school of rock and our dancers  
Dance21

August—our summer party with bouncy castle

Sept - Shabang!

Oct - our Annual General Meeting + Dance21

Dec - Christmas party

2019

Feb - Kate Rigby talking about Primitive Reflexes

Mar - **Mother's Day flower arranging**

April - Easter egg hunts and games  
plus raffle

May - Decorating Peppa Pig buns



# SUPPORT FOR SIBLINGS - SIBZ ZONE

## SIBZ ZONE

In November 2018 we finally launched our new support group for siblings; Sibz Zone. To date 8 siblings have been involved in the group which runs bimonthly in our youth club on a Saturday morning. The timing is set to coincide with our family Saturday sessions at Haworth Road Methodist Church hall.



During each session we aim to provide opportunities to chat with each other and talk about feelings using interactive games.

We have had some great sessions and activities have included:

- decorating Christmas biscuits
- making fruit smoothies
- decorating buns
- making our own Eco bags
- making cheesy toasties
- eating pizza and watching a DVD
- Flower arranging



Cost £60  
per session

# SUMMER TRIP



## Summer trip to Blackpool

Thursday 16th August, we had a wonderful family day out to sunny, and breezy, Blackpool. Families enjoyed the rides and arcade games on the central pier and some, more daring, ventured to the Pleasure Beach, others enjoyed playing on the sand, paddling and making sand castles.

Thank you to Bradford Community Play and Development for funding the trip.

Cost £700  
per trip

## Feedback included:

- *I have enjoyed the beach and the rides in the funfair. Also Sealife where we saw fishes*
- *I enjoyed spending time with my family*
- *We got to have a fun filled family day out*
- *We have enjoyed ourselves as a family and had more smiles*
- ***We've benefitted by spending time with family, kids, parents and grandparents***
- ***We've enjoyed socialising and meeting other families***

## MAX CARDS

Over 40 Max cards have been given to families over the year. We ask for a £5 donation for each card.

## OTHER ACTIVITIES/EVENTS



### ELLIOT AND SAM'S EASY

#### EXERCISE CLASS

AGE 16+, FREE

Sam and Elliot have continued to deliver their weekly exercise class at the centre most Wednesdays.



They also delivered an amazing session to about 50 young adults with Down syndrome at the World Down Syndrome Congress in Glasgow.



### INGLEBOROUGH HALL

We had an amazing free Christmas weekend at Ingleborough Hall, 7th to 9th December with five families joining families from AWARE on a visit to Ingleborough Cave to see Father Christmas, eat Christmas dinner, climb, abseil and play lots of indoor games. It was a great weekend!



### CIRCUS STARR FREE TICKETS

On September 7th over 100 families went to see Circus Starr at peel Park. Tickets provided free of charge.

## AIMS FOR 2019/20

- ♦ Fully establish the employment project **'I can work'**
- ♦ Raise £100 000 so that we are secure for 2020
- ♦ Celebrate our 20th anniversary in style

*The service is a lifeline to a wide number of families and also beyond this to extended families, friends and also school staff and medical professionals for advice and support. The service makes you feel part of a community and that you are not alone*

*Immense difference to my life, especially in the early stages. Having access to the support of the staff for their knowledge and guidance was a lifeline. When my son started school his concentration was better than many of his peers and this was due to him having attended the early development groups*

		2019	2019	2019	2018
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
		£	£	£	£
<b>Income from:</b>					
Grants, donations and legacies	(2)	55,465	53,120	108,585	115,269
Sales and fees		20,834	-	20,834	21,028
Gift Aid		74	-	74	2,213
Memberships		335	-	335	894
Other income		2,481	-	2,481	2,589
Bank interest		971	-	971	31
<b>Total income</b>		<b>80,160</b>	<b>53,120</b>	<b>133,280</b>	<b>142,024</b>
<b>Expenditure on:</b>					
Salaries and NIC	(3)	44,973	45,086	90,059	80,467
Payroll charges		931	-	931	780
Staff travel and subsistence		304	-	304	257
Training and conference costs		4,249	-	4,249	6,712
Volunteer expenses		122	-	122	269
Rent and rates		6,285	-	6,285	6,257
Utilities		2,357	-	2,357	2,736
Other premises costs		5,256	-	5,256	13,816
Office running costs		1,606	527	2,133	1,769
Printing and stationery		1,360	-	1,360	1,031
Postage and delivery		2,012	-	2,012	2,169
Internet and phone		2,688	-	2,688	2,693
Subscriptions and licences		426	-	426	145
Materials and resources		4,977	-	4,977	2,832
Events and activities		4,120	14,305	18,425	28,404
Insurance		784	-	784	1,873
Professional fees		13	-	13	13
Independent examination		900	-	900	900
Fundraising costs		277	-	277	1,281
DBS checks		223	-	223	221
Other expenses		349	-	349	207
Depreciation		-	-	-	381
<b>Total expenditure</b>		<b>84,212</b>	<b>59,918</b>	<b>144,130</b>	<b>155,213</b>
<b>Net income / (expenditure)</b>		<b>(4,052)</b>	<b>(6,798)</b>	<b>(10,850)</b>	<b>(13,189)</b>
<b>Net movement in funds</b>		<b>(4,052)</b>	<b>(6,798)</b>	<b>(10,850)</b>	<b>(13,189)</b>
<b>Fund balances brought forward</b>		<b>149,246</b>	<b>19,906</b>	<b>169,152</b>	<b>182,341</b>
<b>Fund balances carried forward</b>	(4)	<b>145,194</b>	<b>13,108</b>	<b>158,302</b>	<b>169,152</b>

All incoming resources and resources expended derive from continuing activities.

Minutes for Annual General Meeting  
The Down Syndrome Training and Support Service Ltd  
Saturday 13th October 2018 at 10.30am at our Family  
Saturday Session at Haworth Rd Methodist Church, BD9 6LH

The morning was opened with a dance performance by dance21.

10.30 AGM Business (members only)

1. Apologies - Helen Gibbon, Lauren Drake, Farzana Kauser and Fozia Khan.

Present Wendy Uttley, Wendy Rhodes, Avril Dear, Heather Chattell, Karen Mayhew, Louise Wood, Julie Wood, Kim Booth, Nicola Booth, Liz Mclean, Jenny Rowlands.

The following people were signed up as members today -

Adele Robinson, Frances Mclean, Stephen Hobley, Chris Wood, Greg Mill, Charlene Hamilton, Ouakila Best, Heidi Shepherd.

2. Minutes from last years AGM agreed and accepted by all present and signed by Julie Wood.

3. Wendy Uttley gave a slideshow presentation of the reports, accounts, annual return and progress report along with fundraising shown over the year.

4. Plans for 2018/19. We have enough funding to keep the charity running until May 2019 and have 10 members of staff, 20 volunteers and 6 directors.

We have achieved plans from earlier and have been to the World congress in Glasgow in 2018, where Wendy Uttley presented to lots of young adults about SRE, Dance 21 performed, and also ESSE exercise. Set 2 of the resources for the reading and language intervention scheme have been printed, and we held World Down syndrome day at Cedar court, and also had a weekend away at Ingleborough Hall for families.

Our further future plans are:

**To run a pilot employment project 'I can work',**

To raise £80,000 so that the charity is secure until the end of 2019

To establish a sibling support group

To share the number development section of our Early Intervention Programme

To establish a 2 to 3 hour training course on Down syndrome and autistic spectrum condition

To rekindle DS Network North.

5. No one has come forward to be a new director, so all 6 remaining directors agreed to be re-elected.

It was mentioned to all members that there is a conflict of interest as Lauren Drake has a contract with us to deliver speech and language. All agreed that this was acceptable and if any discussion involved Laurens contract at meetings she would be asked to leave the room.

AGM business closed and refreshments were served.

# Annual General Meeting

Saturday 12th October 2019, 10.30am at  
Haworth Road Methodist Church

10.30 Performance by dance21 in the main hall.

10.45 AGM business (members only)

1. Present and apologies.
- 2. Presentation on our 'I can work' pilot project**
2. Accept minutes from our last AGM
3. Presentation of reports:
  - Accounts
  - Annual return/progress report
4. New objective to add to the Memorandum of **Association** '*to provide social and skills for life opportunities for young adults with Down syndrome*'
5. Plans for 2019; our 20th anniversary
6. Election of Directors. Heather Chattell and Jenny Rowlands - to re elect

11.45 refreshments in the small room