

Pupil Access & Support Service
Westwood Centre
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Norwich
NR2 2HT

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Please ask for: Marie Osborn

Your Ref:

Contact Number:

My Ref: MO

Date: 28 September 2004

FAO: Headteacher and SENCo

Central Area Autism Network - Autumn Term Meeting

As you may remember, last term we launched the first Central Area Autism Network. We initially met with 30 teachers and teaching assistants from across the Central Area and were aware that many more of you had expressed an interest in attending. This term we are offering a choice of two dates/venues. The purpose of this group is to provide a forum for teaching assistants and teachers who are working with children with Autistic Spectrum Disorders. We recognise that staff may value an opportunity, once a term, to share tips and strategies, problem solve challenging issues and receive training in useful techniques.

The focus of the second meeting has been based on a choice represented by a majority of colleagues at the first meeting. This will be - '**Social Stories**' - their purpose, planning and writing; a workshop style format - no prior knowledge will be assumed. Staff can select from one of the following dates, expressing a first and second preference. - we will therefore offer first preferences to the first 25 replies received for each date.

The meetings will be on Friday **12th November 2004, at the Greenwood Centre from 10 am - 12 noon** and **Wednesday 17 November 2004 from 4-6 pm in the Edwards Room, County Hall**. There is no course charge to the school for attendance, although numbers will be limited to the first twenty five replies for each meeting with one staff member per school in the first instance. Staff attending the County Hall meeting will be asked for a contribution of 95p (County Hall catering charge) if they wish to have tea/coffee, as we are unable to supply this ourselves at this venue.

I would be grateful if you could make staff in your school, aware of this opportunity and print off and display the poster attached. Please use the reply form on the second attachment to indicate the details of the member of staff who would like to attend by Friday 15 October. An email reply confirming a place will then be sent by half term - please note, staff should not assume their attendance unless they have received this confirmation.

Yours faithfully

Marie Osborn

Educational Psychologist, on behalf of the Norfolk Autism Support Team members.

Educational Psychology and Specialist Support

Central Area Autism Network

This is a forum set up for classroom assistants and teachers who are working with children with Autistic Spectrum Disorders or Asperger's Syndrome.

The theme of the next meeting will be **'Social Stories'** – their purpose, planning and writing – a workshop. No prior knowledge will be assumed, but if you have any particular examples you are happy to share, then please bring them along!

If you are interested in joining us, we are offering a choice of two meetings this term. The first will be on 12th November 2004, 10 – 12 noon at Greenwood Centre, NORWICH and the second, on 17th November 2004 from 4-6 pm, Edwards Room, County Hall.

(NB: Although we are able to offer coffee/biscuits free at the first session, we would ask that if County Hall attendees wish to have refreshments, that you let us know on your reply and bring 95p (fee charged by the County Hall caterers) – as unfortunately we are unable to supply our own.

For each meeting there will be a maximum group size of twenty five, so if you are interested please let your Head-teacher or SENCo know as soon as possible and ask the office to complete the email reply, indicating your first and second preference for dates available.

For further information contact Marie Osborn, Educational Psychologist –
email: marie.osborn@norfolk.gov.uk
or call 01603 455531.

REPLY EMAIL

Central Area Autism Network
Autumn Term Meeting 2004

Proposed attendee: - Name: _____ School: _____
Email Address (if different to school contact): _____

As numbers are limited for each venue to the first 25 respondents for each date, it would be useful for you to indicate a second preference.

I would like to attend the next Central Area Autism Network meeting,
my preferences are (please indicate by marking 1st or 2nd in the box):

☐ 12th November 2004 at the Greenwood Centre, Norwich; 10 –12 noon.

☐ 17th November 2004 at the Edwards Room, County Hall, 4-6 pm.

If you are to attend the County Hall session, please indicate if you would like to have refreshments offered at the cost of 95 pence (please bring on the day).

Yes

☐

No

☐

This reply should be forwarded by email to marie.osborn@norfolk.gov.uk
by 15th October 2004. You will receive a confirmation email confirming
whether we are able to offer your preferred date by half term.