



29<sup>th</sup> August 2023

Dear Parent/Carers,

To ensure that our students are prepared for their return to school, the therapy team have put together a new back to school booklet for all our students.

School commences on Wednesday 6<sup>th</sup> September and the school day begins 8.30 am the day ends at 4.00pm, except Friday's when the school day ends at 3.00pm.

All students will be met by their tutor on the field at 8.30 am and will go to their new tutor rooms. Students will stay in their tutor rooms until 9.45 am and then normal timetable will resume. Can I ask that all students complete the pupil questionnaire and bring the completed questionnaire with them on Wednesday 6<sup>th</sup> of September. This will help the therapy team and tutors to elevate any concerns your child may have with returning to school.

The school photographer will be in school on Wednesday the 20<sup>th</sup> of September and on Thursday 21<sup>st</sup> September all parent/carers are invited to join us at our Parent Forum which will commence at 5.00pm. I look forward to seeing as many of you on the evening.

It is with great pride and joy that I can congratulate our students on their fantastic exam results, the best year ever for CAEA!

100% pass rate with 71% of students achieving 5 GCSE 's with grade 4 or above with English and Maths and our first ever grade 9's achieved.

These results show the dedication from our students and teachers at CAEA, and we are all overjoyed and so proud. Well done everyone.

As you are aware, we do not permit students to use mobile phones on site and especially during lesson; all students are expected to hand in their phone upon entry to school.

If your child travels via taxi, it is your responsibility to inform the taxi companies of all aspects of the calendar and the times of opening and ending.

Please check the website regularly as we do update information frequently and we will also be adding this terms lunch menu within the next few days.

If you have any questions, please do not hesitate to contact the school.

Kind regards,

A handwritten signature in black ink that reads 'Mrs Lisa Gilbert'.

Mrs Lisa Gilbert  
Head of School  
Centre Academy East Anglia



# Welcome Back To School



**Please enjoy this little pack full of pictures  
and activities to make coming back to  
school as easy as possible!**

## Back to School we go!



To all of our wonderful children, we hope that you are well



We have missed not having you at school, and all the tales you tell



We've missed learning together, seeing our friends and having lots of fun

Eating yummy desserts at lunch, which is your favourite one?



Playing football, having games, and laughing with our crew



Playing football by the pond, the ducks have missed you too!

It may also feel a bit strange, coming back to school



To skip your way past the pond and wonder down the hall



So we thought we would put together this little activity pack

To help ease your mind, and to say, **WELCOME BACK!**



# Contents

1. Returning to school social story
2. What's New?
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8. Challenging anxious thoughts
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## When I go to School

### An interactive Social Story



This is my school. I have not been at school for 2 months as I have been enjoying my summer holidays. It is now time to go back to school!



When I arrive at school, I get dropped off in the car park. You may get a mini bus to school, or a taxi, or get dropped off by your parents.

How do you get to school?

# When I go to School

## An interactive Social Story



When I reach the gate,  
someone from my school will  
be there to greet me and take  
the register.



As I make my way to the  
field, I will get to see my  
friends and members of staff.  
It will be exciting to see  
everyone again! There may  
be some new faces around  
school, so let's make sure we  
make everyone feel  
welcome!

# When I go to School

## An interactive Social Story



It's good to be back! Looking at all the trees and the pond feels so familiar and suddenly I don't feel as worried.

You may even hear a duck or two when walking past the pond. Name 2 other sounds you can hear when walking through the school.



# When I go to School

## An interactive Social Story



As I make my way through the arches, it might feel very strange to see and speak to so many people again.

But remember that you will not be alone feeling this way. Try asking your friends how they are and what they have been up to over summer and if they have done anything exciting. This will make both them and you feel better and more relaxed.



In the mornings before tutor, we go to the field to chat and play with our friends.

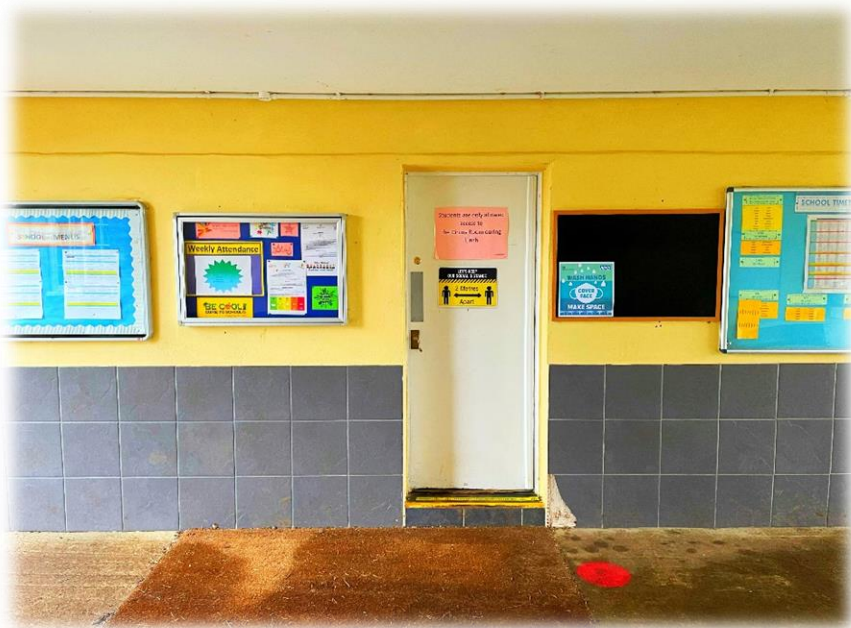


# When I go to School

## An interactive Social Story



I might go place some things in the boot room, reminding myself of what the school looks and feels like. It might feel a bit strange to begin with, but school is a safe, happy place! Oh look it's 8:30, it is time to go to tutor. My new tutor and tutor group will all be there to welcome me back. I wonder what lessons I will have?



Yay it's my favourite time of day, lunch time! I wonder what we have for lunch, and more importantly what is for dessert!

# When I go to School

## An interactive Social Story



I may have a different lunch time than I am used to, but that's alright, I'll soon get used to it.

What is your favourite lunch time activity?

Lunch time is over, lets go back to lessons!



I may have Therapy in the coach house! Don't worry as Therapy is very fun and all the Therapists are there to support us.



Wow the first day back went so quickly!  
I cannot wait to go home and tell people all about my day.

## What's New?



Enjoy reading in the newly decorated library in the Coach House. The library is for everyone to enjoy! You can spend time relaxing and reading your favourite book.



Our new behaviour room next to the hall for time out, during lessons if required.

# Meet Our Staff

(Drawn by our students!)



Miss Banham  
Occupational Therapist/Sensory  
Integration Practitioner



Mrs West  
Office Manager



Miss Bates  
Speech and Language Therapist



Mrs Groombridge  
Teacher/Tutor



Mrs Glover  
Teacher/Tutor



Mr Murphy  
School Proprietor



Mrs Brown  
HLTA/ELSA Practitioner



Mr Nicholls  
Governor



Mrs Gilbert  
Head of School/ADSL



Mrs Appleby  
Middy Supervisor

# Meet Our Staff

(Drawn by our students!)



Mrs Wright  
SENCo/DSL



Mr Curtis  
Teacher



Mrs Schears  
Teacher/Tutor



Mr Gartlan  
Teacher



Mr Steward  
Teacher/Tutor



Miss Brinkley  
Housekeeper



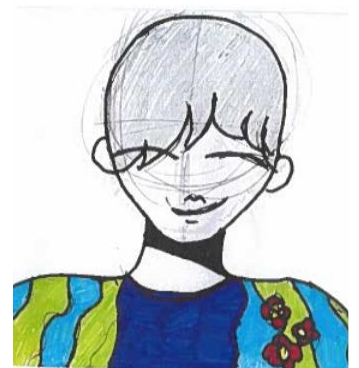
Miss Escobar  
Mental Health Practitioner



Miss Kelly  
Kitchen Manager



Mrs Brooks  
Kitchen Assistant



Mrs Simpson  
Teacher/Play Therapist

## Meet Our Staff

(Drawn by our students!)



Mr Borrett  
Teacher/Tutor



Mr Lloyd  
Teacher/Tutor



Ms Coleman  
Teacher/Tutor



Mr Craddock  
Gardener/Handyman



Ms Martin  
Teacher/Tutor



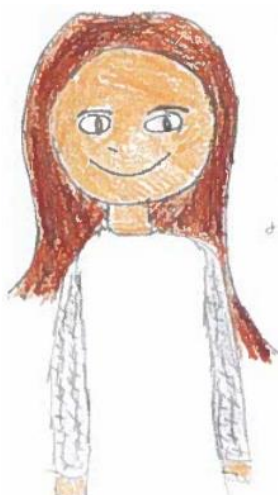
Mrs Gardiner  
Teacher/Tutor



Ms Norris  
Admin Assistant



Mr Henery  
Teacher



Miss Bonner  
Teaching Assistant/ADSL



Mrs Kenvin  
Housekeeper

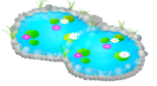


Mrs Henderson  
Admin Assistant



## Centre Academy Quiz

1) What animal can you often find swimming in the pond at centre academy



2) Where do we line up to have our lunch?



3) Name one lunch that you love to have at school.

4) what is your favourite lesson at school and why?

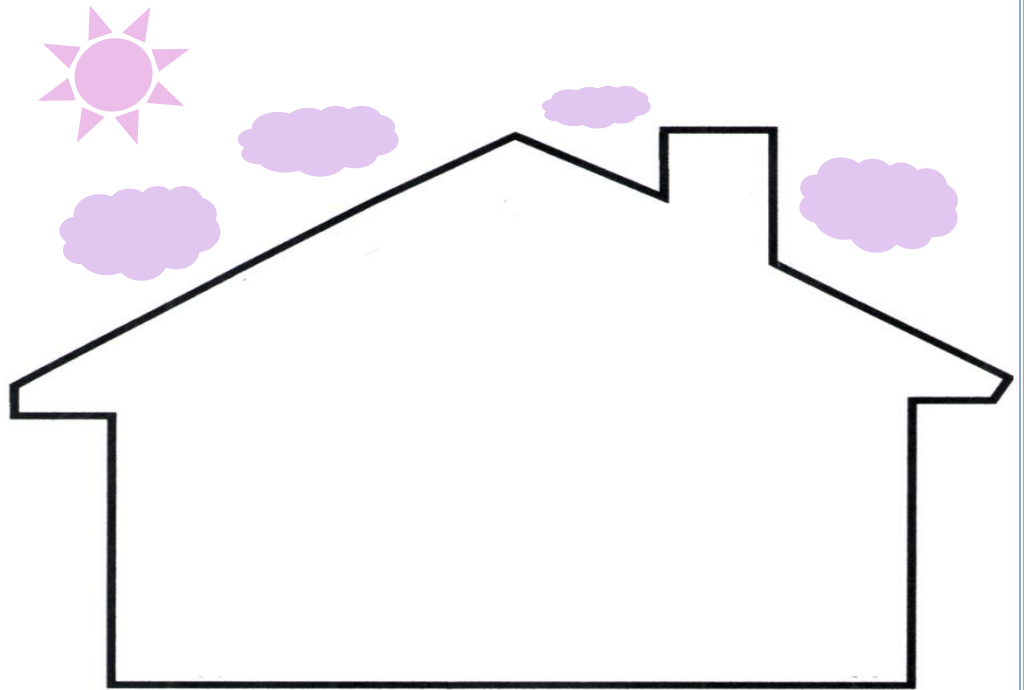
5) Can you name 3 members of staff at Centre Academy?

6) What is your favourite memory from being at school?

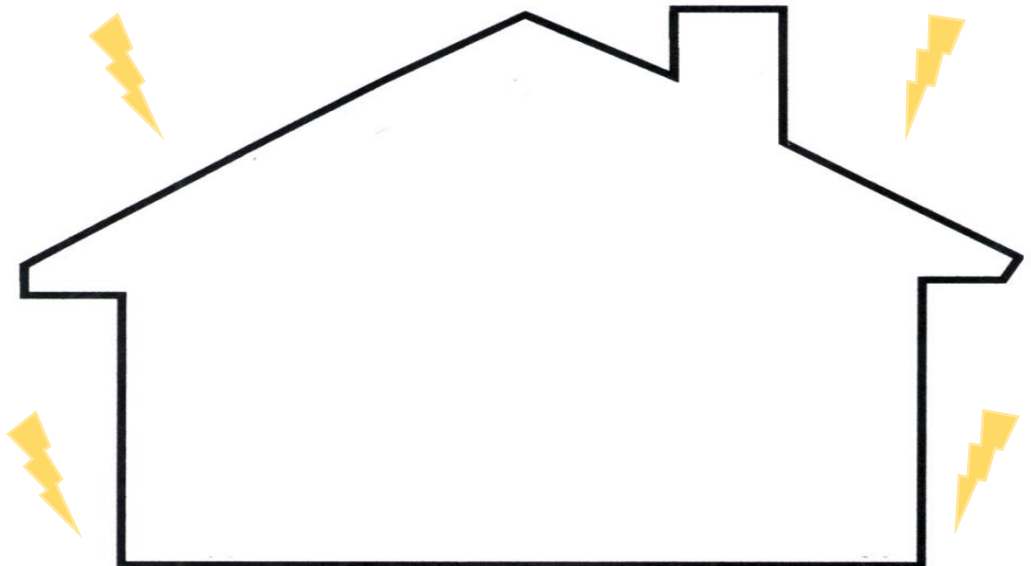
7) Can you name 4 objects that you would pass when walking into school and making your way to your classroom?

## 3 Houses Activity

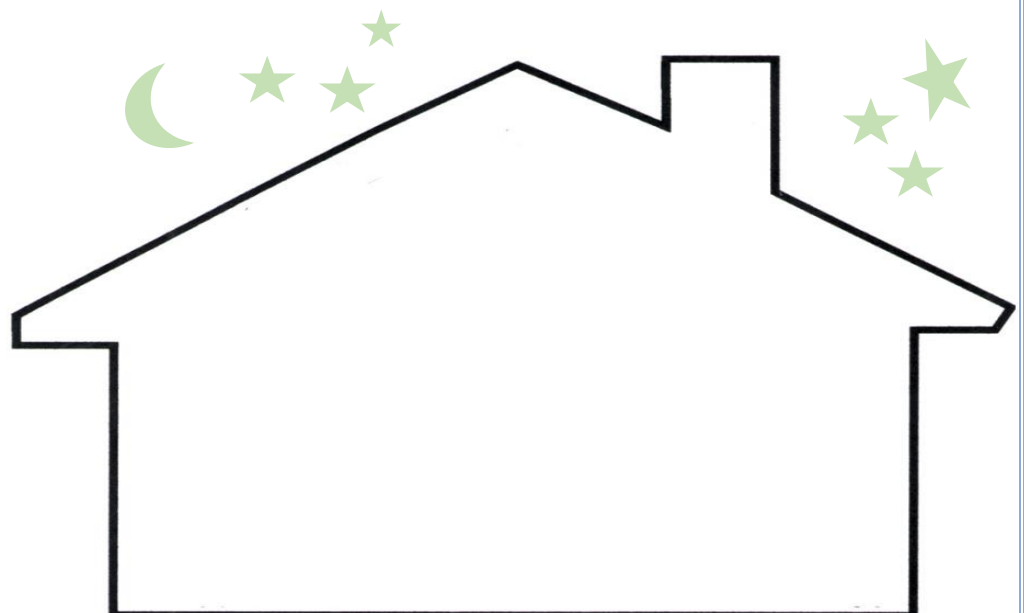
This first house is your house of happy! Inside this house, write what makes you feel happy when at school and write the positive emotions you feel whilst at school.



This second house is your house of worries. Inside this house, write down what makes you worried about going back to school and the negative emotions you may feel.



This final house is your house of dreams. Inside this house, write down what you hope to achieve at school, and what this will help you achieve in the future so you can accomplish your dreams.



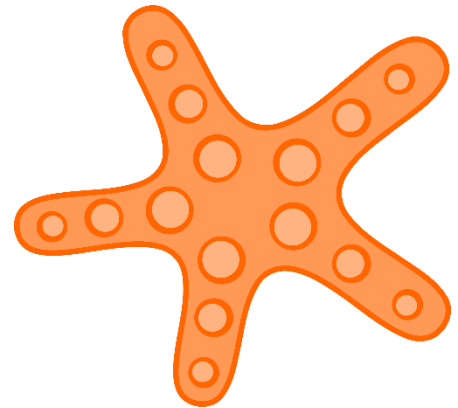
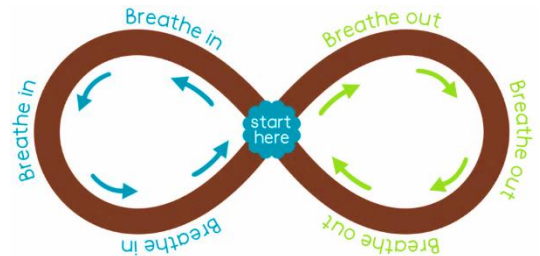


# Mindfulness activities

Mindfulness has many benefits, it aids attention, concentration, learning and perception skills as well as reducing stress, anxiety and depression. It also benefits physical health, encouraging increased activity and productivity among children.

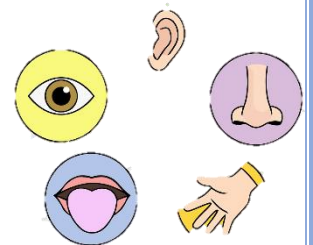
## Mindfulness breathing

- Lazy 8 breathing exercise  
start in the middle and breath in as you slowly trace your finger around the left half of the lazy 8. Once you get to the middle, breath out and start to trace your finger around the other half of the lazy 8.
- Star Fish breathing exercise  
as you breathe in and out, you have to trace around the star fish with your fingers. Close your eyes & breathe deeply. Inhale and move your finger up the leg of the star fish > Hold > and then exhale, moving your finger down the leg of the star fish and repeat. As you practice the starfish breathing exercise, concentrate on how it is affecting your body and let your thoughts float away. Continue with the breathing exercise, until you start feeling calm and relaxed.



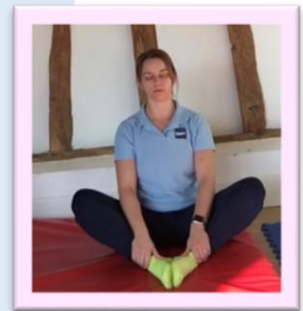
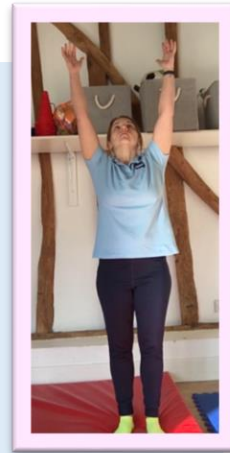
## Mindfulness Meditation

- Sensory Grounding  
Sit back, relax and focus on...  
5 things you SEE  
(what are the colours of the different objects? Or you can pick one colour and try to find 5 things that colour)  
4 things you are TOUCHING  
(what does the surface you are sitting on feel like? What is the temperature? What does your top vs bottoms feel like?)  
3 things you HEAR  
(What sounds are in the room you are in? What sounds are outside the room you are in?)  
2 Things you SMELL  
(Is there a good scent or bad scent? What is lingering in the air?)  
1 thing you TASTE



## Mindfulness Yoga

- Mountain Pose  
As you hold this pose, picture a mountain in your head. Try to become the mountain by remaining as still as possible. Think about the colours of the mountain and the surrounding scenery. Think about what you are able to feel (eg: the wind) and smell (eg: fresh air)
- Butterfly Pose  
As you hold this pose, picture a beautiful, colourful butterfly. Imagine how the butterfly lightly moves through the air and what surrounds the butterfly (eg: flowers, fields)



Would you like some more? There are lots of great yoga videos on YouTube too!

## Mindfulness Cooking activity

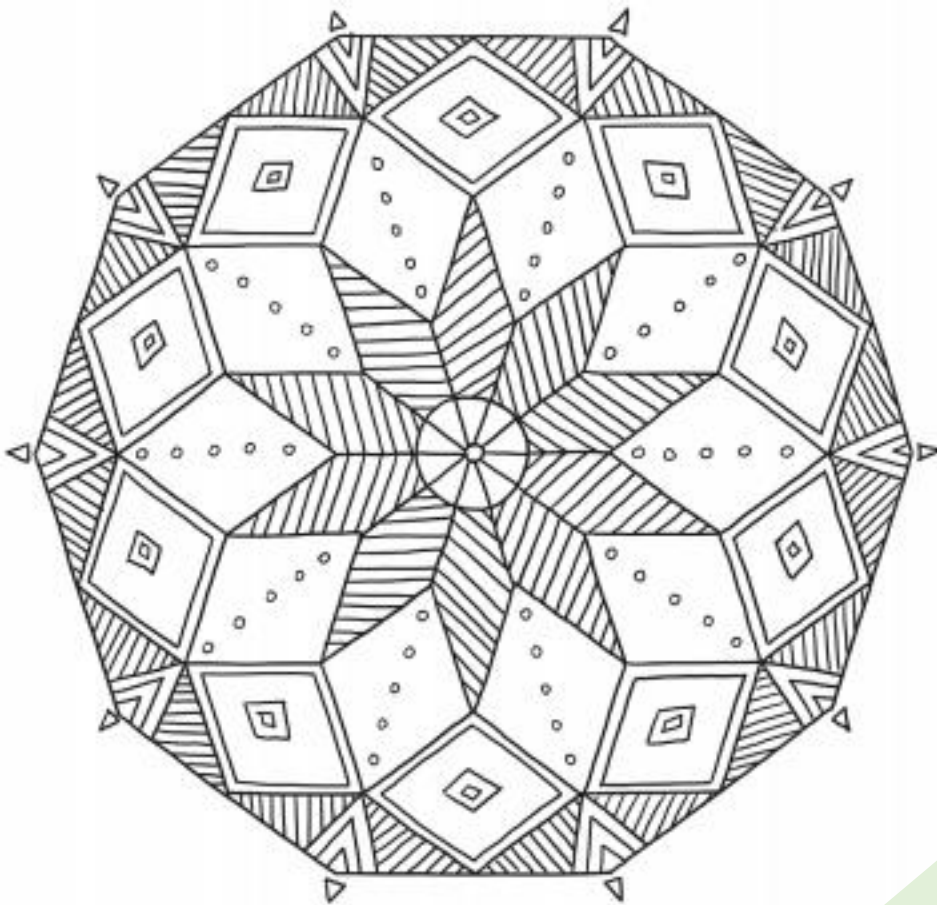
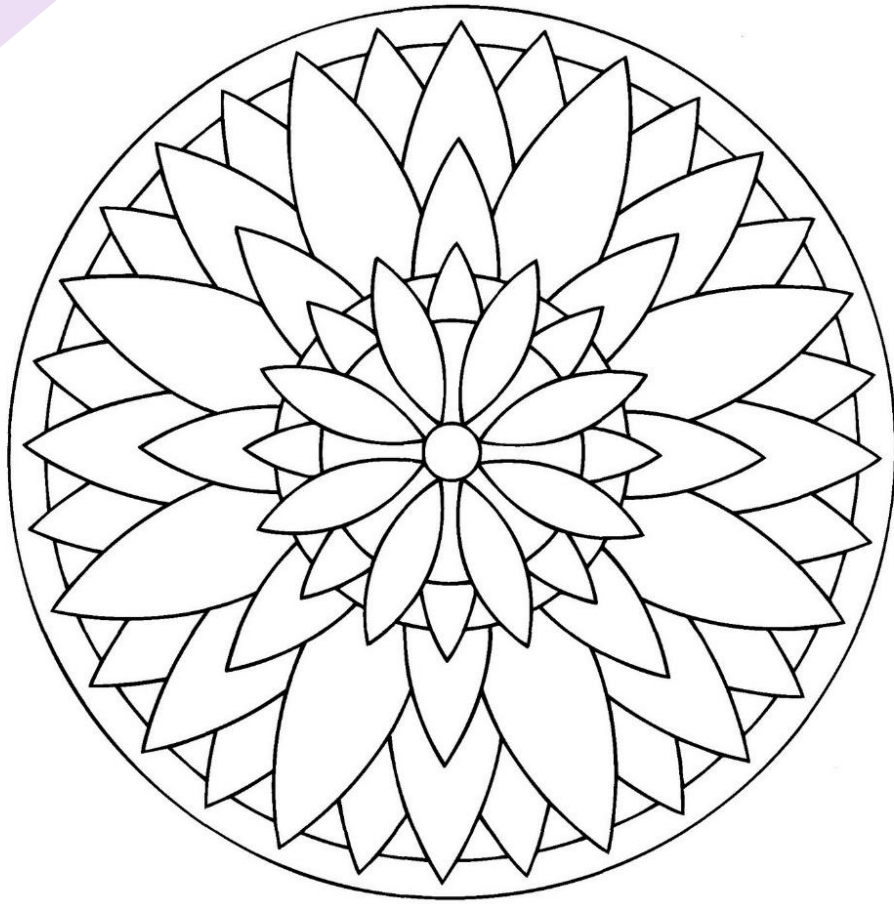
- Cook/make your favourite school meal which you have at lunch times when at school. Before eating it, consider the way it looks and smells and picture the school dining room and the excitement you feel when you find out it's the day of your favourite school dinner.



## Mindfulness Colouring

- Mandalas Colouring  
This technique has proven to be a great stress reliever and refreshes the brain and provides therapeutic benefits. Please see the next page for mandalas colouring exercises!





## Top Tips for helping the transition

Write down all the positives! Going back to school after having a long time off can make us feel very anxious. But this is also a very exciting time too! There are lots of positives to focus on as we get to see our friends again, engage in life to the full and work on building our futures and achieving our dreams! Try not to let your anxious and negative thoughts become so overwhelming that you forget all of the positive factors too and remember all of the brilliant things to come.

Make a list of everything you need to take to school on your first day.

Make sure you work on your sleep routine at least a week before going back to school  
Practice going to bed at a sensible time and getting up when you would usually get up for school. This will mean that your body will adjust to this routine, and you won't feel so tired and sleepy on your first day!

Pack your school bag with everything you need the night before the first day back at school.

You can check you have remembered everything by referring to your list!

Let us know if there is anything we can do to help you. Your wellbeing is our priority and if there is anything that you are worried about which you would like to discuss with a member of staff, please do just let us know. There is a questionnaire at the end of the booklet which will allow you to express any worries or concerns that you have, or anything which you would like the school to know.

Write down your morning routine for school and all the things you need to remember. Go over your morning routine so that it is fresh in your mind and practice writing it down to help you visualise it. It may also be useful to even practice this morning routine a few days before returning to school, even putting on your school uniform! This will take away any anxieties that this sudden change of routine may bring on that first morning back and will help your body and mind to adjust.

If you are feeling worried, make sure you talk to someone  
Know that your feelings are valid, and that it is completely natural to feel this way. Opening up to someone about how you are feeling may seem scary, but sharing your worries with someone you trust can make you feel a lot better, and remember, you are surrounded by people who want to help and support you!

# Be mindful of what is and isn't in your control

## Things I CAN control

My  
Attitude

Being kind and patient  
with others and  
treating people well

Staying safe  
and keeping  
others safe by  
social

Eating and  
sleeping well to  
keep strong and  
healthy

Letting others  
know when I  
feel sad or  
anxious

Trying new  
hobbies

Staying in  
contact with  
my friends

## Things I can NOT control

The lessons and  
classes  
throughout the  
school day

The actions of  
others

Safety rules in  
the school

Let's focus on what we DO have control over and what we CAN do to help ourselves!

## Challenging Anxious Thoughts

If you are having anxious thoughts, remember, that's ok! Be kind to yourself and try to remember there are lots of things you can try to help ease your anxieties, such as all the techniques mentioned above. Another good technique to use is challenging your anxious thoughts. This is because our anxious thoughts are very often irrational and not based off evidence anxiety distorts our thinking as it causes us to overestimate the likelihood of something going wrong. Here are some prompting questions to help you challenge your anxious thoughts, and to help you think more rationally.

Describe a situation that commonly triggers your anxiety.

Imagine you are faced with the anxiety producing situation, describe the...

Best Outcome:

Worst Outcome:

Likely Outcome:

Is there enough evidence to support my worst outcome coming true?

Even if the worst outcome were to come true, would it still matter in...

A month from now:

A year from now:

5 years from now:

How does the situation change if I look at it positively?

What would my friend say to me if I told them about my anxiety?

What would I say to my friend if they were having these thoughts?

Can you turn your irrational thought into a rational one?

# Child Questionnaire

Rate your feelings from 1 😊 (very happy/not feeling anxious) to 10 😞 (not happy/ feeling very anxious) on the following scales

How do you feel about coming back to school?

1	2	3	4	5	6	7	8	9	10
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😊 😞

Comments:

How do you feel about seeing your friends/peers from school?

1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	----

😊 😞

Comments:

How do you think your friends/peers feel about seeing you?

1	2	3	4	5	6	7	8	9	10
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😊 😞

Comments:

How do you feel about seeing your teachers and other staff from school?




Comments:	
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How do you feel about learning in school?



Comments:	
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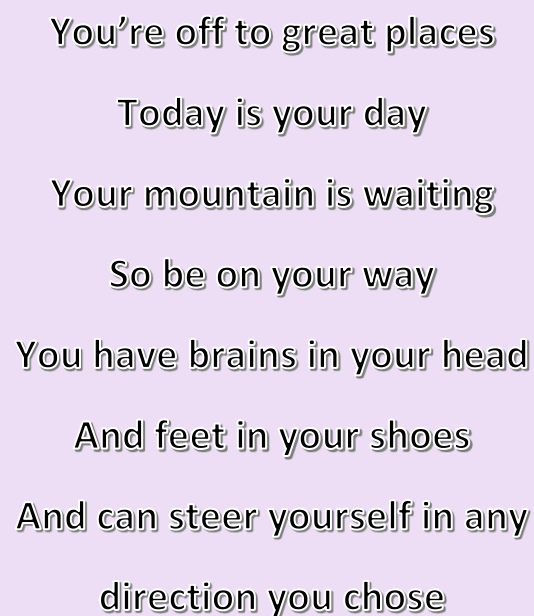


What emotions have you been feeling over summer?

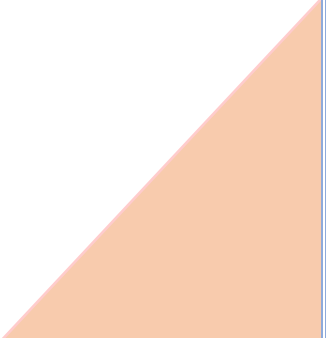
Is there anything that you have found has helped you manage your emotions over summer?


Has anything happened over summer which you would like school to know about?

Do you feel confident and comfortable approaching a member of staff at school if you feel worried or are struggling?




You're off to great places  
Today is your day  
Your mountain is waiting  
So be on your way  
You have brains in your head  
And feet in your shoes  
And can steer yourself in any  
direction you chose

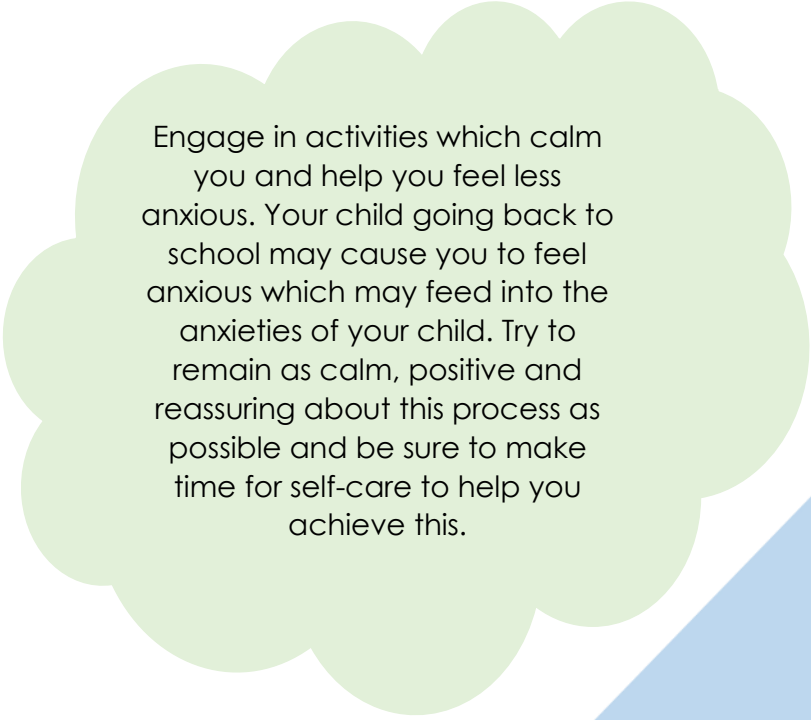




Ask for help and  
advice if you need it!  
School are here to  
support you too.



Be aware of what you can  
and cannot control.  
Try to focus your energy  
on the things you have  
control over. You can  
always make a list to help!



Engage in activities which calm  
you and help you feel less  
anxious. Your child going back to  
school may cause you to feel  
anxious which may feed into the  
anxieties of your child. Try to  
remain as calm, positive and  
reassuring about this process as  
possible and be sure to make  
time for self-care to help you  
achieve this.