

## CHAIRMAN'S REPORT

Each year the African and Caribbean Association move a step closer in trying to achieve the quality of service set out in its aims and objectives and it is my belief that with time and cooperation by all its members we can look to the future with hope and enthusiasm.

The vision of an Association meeting the cultural, educational and recreational needs of the African and Caribbean people in Watford and the surrounding areas has now become a reality providing an umbrella to a number of projects such as Sickle Cell and Thalassaemia Support group, the Saturday Supplementary School, the African and Caribbean Elders Project (TACEP), the Resource Centre Project and the recently established 19-25s project. The under 5s club established some years ago is currently under review and could well be re-launched at a latter date.

Over the years, the Association experienced its fair share of struggles as would be expected but having recently become employers for the first time in its history, points in the right direction and will surely give all involved the confidence needed as we lend our support and expertise to create and maintain the standard of service set out in our Service Level Agreement (SLA) with Watford Council.

Last year, we had the retirement of the Development Worker. Watford Council also re-deployed the Admin Worker, so two new workers had to be appointed to the staff at the office. In an effort to extend our boundaries in service delivery, an Outreach Worker whose brief is to work with 19-25 year youngsters was also appointed. You will agree that as employers it is essential to prepare ourselves for the task ahead not only for staff control but also to meet the requirements of law in its many and varied ways. It was necessary that our trustees and Office Staff undertake the training needed to provide both managerial and professional skills.

Watford CVS provided training in law for our Trustees and PQASSO quality standard training was also undertaken. New structures for the government of the Association had to be implemented and among these are the setting up of the Personnel Committee, Finance Committee and the re-structuring of our financial system to create a central account encompassing all the projects under the umbrella of the Association.

As your Chair, it was necessary that I give more of my time and attention to the work done at the office than was expected of me in the past in an effort to support our newly appointed staff and to create unity as we strive to achieve a vibrant and transparent Association.

The SLA with Watford Council encourages work with Statutory and Voluntary Agencies and this was acknowledged when Police Superintendent Chris Taylor (Divisional Commandant) for Watford, Three Rivers and Dacorum was at our General Meeting in March to keep us up to date with national and local policing.

Our sincere thanks to all the Agencies and individuals who supported the work of the Association over the years. Without your help we could not have achieved our present success nor could we have provided the quality of service to the community.

Our trustees need to be commended for a job well done in difficult times and also all our members for whatever support given when needed.

Finally, my very own personal thanks to all who stood by me over the many years I have been the Chair. I have now decided to step down at the AGM and to have a well earned rest but be assured I will not walk away from the hard work that lies ahead. I will be around to lend a hand in any way I can.

**Arthur McLean**  
**Chairman**

## SECRETARY 'S REPORT

Last year provided us with an opportunity for reflection. Consequently, the Executive Committee of the Watford African Caribbean Association is currently reviewing its roles and responsibilities. As one of the longest existing Associations in Hertfordshire, we have been successful in overcoming the many challenges groups such as ours face. The main purpose of the review is to improve our professionalism and effectiveness as the governing body of the Association. As we move into our 28<sup>th</sup> year we need to be more responsive to the demands of our funders, staff, members and the community. As Secretary, my duties include attending meetings and minute taking. It also includes ensuring that all rules for calling meetings are observed in accordance with the Constitution and liaising with the Chair in drawing up the agenda.

In the past year, the Association has experienced important changes, both internally and externally. We have said goodbye to both our *Development Worker* - **David Lake** who retired last year, and *Admin Worker* - **Bernie Harewood**. We extend heartfelt thanks to them for their excellent work during their time with the Association and wish them well in their new pursuits.

In their place we have welcomed four new members of staff. **Ademola Adeniji** (*Development Worker*), **Sola Olajoyegbe** (*Admin Worker*), **Timothy John Edwards** (*Outreach Worker*) and **Olabisi Onanuga** (*Carers Support Worker*). We wish them all well in their new roles and look forward to positive working relationships.

In line with the SLA (*Service Level Agreement*) with our main funder Watford Council, we are now 'employers'. As such, we have further legal responsibilities in our new role. Employment training has been undertaken to ensure that we fully understand our role and to keep well informed of any new legislation that impacts on our position.

In accordance with our SLA, we have begun work on improving the way we work and deliver our services. Our main focus is updating all our operating and management systems. To achieve this we are working towards **PQASSO** (*Practical Quality Assurance System for Small Organisations*) *Level 1* in twelve areas. Work is well on the way on two quality areas - **Governance and Management**. In the area of Governance, work on an Induction Pack both for the Executive Committee and Staff is near completion. A handbook of updated policies and procedures is also being developed. We aim to complete this piece of work by the end of June.

I am in no doubt that we will achieve these areas and continue working on the remaining areas. It should be pointed out that such an undertaking places increased demands on a wide range of resources - staff, volunteers, time, stationery etc. I take this opportunity to extend my heartfelt thanks to my fellow committee members who have been charged with proof-reading the above documents and offering comments/suggestions towards the final document. We have only just begun!!!!

For many reasons we did not arrange many fundraising events. However, the Supplementary School Quiz nights were very enjoyable, particularly our events during Black History Month. Our End of year Celebrations at the Bill Everett Centre was also successful.

Our Chair, Mr A. McLean will be stepping down at the AGM. I would like to take this opportunity on behalf of the Executive, to thank him for his immense contribution to the work of the Association for many, many years. He will be particularly remembered for his passion, enthusiasm, and dedication to the Watford African Caribbean Association. We extend our best wishes to Mr McLean and his family for the future.

On behalf of the Association, I take this opportunity to thank all our Members and Friends of the Association, who have supported both our work and our events throughout the year. We have also benefited from a close working relationship with Watford Council, with particular thanks to Norma Hoyte, Community Services Manager.

Many thanks to Pearline McFarlane, Madeline Lake and Althea McLean, who deputised in minute taking in my absence at meetings.

We look forward to a busy and productive year.

**Sandra Helen Fullerton**  
**Secretary**

## TREASURER'S REPORT.

Again, as the Treasurer of the African Caribbean Association, it is my duty and pleasure to sum up the events of the year ending March 2004.

I would like to start with our membership, which have remained constant over the last three years. For me that represents good news and not so good news. The good news is that we are not losing members and the not so good news is that we as an organisation should always be looking towards increasing our membership because in numbers we have a source of strength.

However, there is no doubt in my mind that our main strength lies in the hard core of our membership and the effort that we put in.

Membership at present consists of the following:

10 Adults	- paying £10 each =	<b>£100.00</b>
14 Seniors/Juniors	- paying £5 each =	<b>£70.00</b>
Giving us as an Annual due of		<b>£170.00</b>

It is well known that the African Caribbean Association obtains grants from the Borough and other sources. However, for social events, we have to finance such events from funds we generate for ourselves and that is where membership fees and other fund raising event comes in.

For the year April 2003 to March 2004, we only had one of such event and that took place at the back end of the last December for our End of year celebrations at the Bill Everett Centre. We made a profit of some £332.00, which we shared with the Supplementary School.

I would like to thank them and others for their help in preparing for that event with a special 'Thank you' to Enid Saunders and the Catering staff. As usual, they did a very good job, not only on the night but also throughout the year.

Over the years our saving club membership has fallen. I wish to remind everyone that the interest from this account is donated to the African Caribbean Association at the end of the year. With the interest rate so low in the financial market, you can see why from this source we obtained only £5.62 for year ending March 2004. It goes without saying that new members in the venture will be very welcome.

The year 2004-2005 heralds exciting times for our organisation. With the help of our Financial Committee, we are now in full control of our own budget. On the local front, we got off to a flying start with our visit to The Eden Project in Cornwall via Paignton in Devon. My dearest wish is to see and maintain this momentum for the rest of the year.

I would like to thank all my colleagues over the year for the help they have given me and a special mention to David Lake, who has retired from his post as Community Officer.

I wish him continuous good wishes and hope we can continue to follow the path he set us, with the help of our new man Ademola Adeniji.

For myself I will be very glad to serve in the capacity I now hold if members decide along those lines.

Yours

**Tom Jackson**  
Treasurer

## VICE CHAIR'S REPORT

### 1976 - 2004

A significant moment of time in the history of the African & Caribbean Association. As we have grown as an organisation, we have experienced a range of changes, challenges, emotions, struggles but also of some success. We have seen our organisation move from an idea to become the face and voice of African and Caribbean peoples in Watford and beyond.

As an umbrella organisation, we actively support The Supplementary School, Sickle Cell and Thalasaemia Support Group, The African and Caribbean Elders Project (TACEP) and manage the Carers Support Worker's post from our base at 16 Clarendon Road. It is fair to report that although all projects are significant and provide valuable service to the local community, the Supplementary School and TACEP stand out as beacons, providing superb services to all recipients.

The past two years have been something of a roller coaster ride for us as the Executive have moved into the 21<sup>st</sup> century with a vengeance. First there was the Service Level Agreement (SLA) with Watford Borough Council, which sets out what we are committed to do and indeed have signed up for the funding we receive in respect of the services we provide. In tandem with all this development, we have become employers for the first time in our history, so we now employ the staff at the office - Development Worker, Outreach Worker and Admin Officer. Of course all these bring added responsibilities and the need for strict monitoring and evaluation of our work as well as a range of up-to-date policies and practices to enable us to operate effectively and professionally.

A first step in this process was the setting up of personnel and finance committees as well as working towards achieving a "quality mark" via the PQASSO Quality Assurance Route. A consequence of all this is the involvement of all executive members in this change process.

Ademola took up his appointment on January 2<sup>nd</sup> and since then he has performed his role as Office Manager and Supervisor. He has also been actively engaged in fund raising as part of the process "toward self-sustainability" for the Association.

Partnership working has always been an integral part of what we do and that continues. The Watford Racial Equality Council (WREC) CVS, Borough Council, Primary Care trust (PCT), County Council Police, Children Schools and Families CAB are some of the Statutory and Voluntary Agencies with which we work.

So far so good, but what about the Resource Centre I hear you ask. In a letter from the Borough early this year I was informed that discussions were ongoing and we would be kept informed of any development. A paper on Leisure and Community Centre provision presented to Cabinet, May 2004, stated that the situation at Holywell is more complicated and went on to say that Westfield Community School is being sounded out on the feasibility of further development to accommodate a community centre. It also mentioned the previous work done by local residents on the feasibility of redeveloping the Holy well Centre that costs appear prohibitively expensive, but it was hoped that these options would become clearer later in the year.

I am indeed sorry that I cannot provide more information or be more positive, but this is an update on the current position.

In this short report, I have sought to sketch a picture of where we are coming from, where we are and where we hope to go in the future. We have come a long way but still have a long way to go if we are to be the dynamic, forward looking organisation we are meant to be. For this to happen, we must pledge to work together, to support each other as well as the staff providing our vital community services.

So for now, "thank yous" are due to all who work in and for the African Caribbean Association and its many projects, your contribution is greatly appreciated and valued.

**Althea McLean OBE**  
**Vice Chair**

## **Welfare Officer**

### **Aims and Objectives**

To support members in the community when there is illness, death in their family.

To visit them in the hospitals, home calls, to talk to them, send cards of get-well, sympathy,

Attend funerals on behalf of the Association.

There is also a need to form a Committee which will include other social events with other members of the Association.

Visiting and meeting with students from the Caribbean and Africa.

Visiting new immigrants in hospitals, colleges, and prison if needed.

Helping the Development Worker in recruiting of new members to the Association

**Iris Lusack**  
**Welfare Officer**

'Nothing is difficult for those who have the will' so goes an old latin saying. I begin my first report with a firm and positive assurance that the Watford African Caribbean Association can achieve whatever heights it sets for itself now and in the future. As long as the will and the required sacrifice to achieve the very best can be mustered by all stakeholders, it is a bright future that I foresee.

In this regard, my single appeal is to ask for people to put the past behind and work together for the common good of the Association and the larger community in particular. Indeed, what I ask for is a relationship around three cardinal principles: mutual assistance, goodwill and perseverance.

It is just beginning to run into the sixth month that I have taken on the onerous responsibility of Development Officer for the Association. A responsibility which entails designing a long time strategic vision and daily management of the Association's office, including staff.

It has been six months of hard work. One of the foremost priorities has been to begin plans to put the Association on the road to self sufficiency and sustainability. I have already begun to put together an elaborate Business plan, for the eventual sustainability of the Association as a means of generating additional income while on the other hand reducing dependency on statutory funding.

However, as we embark on the road to sustainability, we lack adequate resources to fully implement the services we provide to members of the community. Fundraising has been one of the areas in which I have concentrated my efforts. To date, a total of £12,570 has been raised. Efforts towards fundraising will continue to be a large part of my work portfolio.

Let me quickly express my gratitude to the Network Fund, The Cooperative Group, Charities Aid Fund and Awards for all, for their support and financial assistance.

I would also like to thank the Hertfordshire County Council and most especially the Watford Borough Council for their grant which has and remains a vital source of survival for the Association.

Special thanks to Helen Marini from Exemplas Ltd and Josephia Tandie of CEMVO for their support. It is with pride that I say that we are beginning to receive increasing clients/visitors from African members of the community. Yet, a lot of work still needs to be done in reaching out to members of the community generally.

Despite all the tasks that have been completed so far, there's thrice that amount of work which needs to be done.

There is a need to revive and sustain a buoyant volunteering scheme especially for younger members of our community in new and existing projects that we have.

To continue to provide relevant and appropriate services to the community. There is a need to continuously engage in survey research to determine what the needs are and how we can provide services or initiate programmes to meet identified needs.

There are on-going improvements in the office arrangements, Our office is now accessible through email and an internet facility has been set up for staff. There is also a new referral system in place

There are presently efforts to set up a website for the Association as a means for publicity, but more so to enable us reach out to a greater number of people from the African and Caribbean Community , especially new migrants in the Watford area.

The issue of having a resource centre continues to remain paramount. It is my hope that we will make substantial progress on this issue during my tenure.

While space and time would not allow me to mention names individually, I would like to express my sincere appreciation to all those who have supported me both from within and outside of the Association.

As we face the future, my hope and prayer is that it should never grow cold.

**Ademola Adeniji**  
**Development Worker**

**A WORD FROM DAVID LAKE (retired Community Development Worker)**

One of the advantages of being retired is that one can pick and choose how to spend one's time. One disadvantage, however, is that one has much more time for reflection even if one is strolling down a manicured fairway hurrying to the 19<sup>th</sup> hole. One danger of this is that it could interfere with one's shot making if one were to allow unwelcome thoughts to enter one's mind at crucial times with disastrous results!

2003 was for me a year of very mixed experiences - some very bad and some very good. Being diagnosed as having a heart problem to be followed almost immediately by the death of my mother meant that the first 6 months were traumatic, to say the very least and to a large extent influenced the remainder of the year. However when my daughter achieved a First class BA (Hons), with a commendation, in a way this was just what the doctor ordered to bring some sanity in my life. This went some way towards giving me the confidence to see the time out until I could retire in November of that year.

You will realise, however, that during most of 2003 my working week was severely restricted. My time was mainly spent in the running of the ACCS office and giving support to all those who contacted us. The last four months of 2003 was taken up with preparations for my departure in November, mainly ensuring that all the necessary staff were appointed, so that there could be a smooth transition. I am pleased to say that this was done. I am very pleased that my successor, Mr Adeniji and his staff have begun to move the African and Caribbean Community Services forward with positive engagement by members from the community. I wish them the very best in the years ahead.

Finally, I would like to say that the nine years I spent as your development worker were challenging, exciting and enjoyable. When I perform my mirror test I can look away with a smile, not of complete complacency but with a certain degree of satisfaction. I owe my peace of mind to the positive support I had. I will not try and list everyone involved, but I must give thanks to those I worked with very closely over the years; to Mr Arthur McLean, Chair of the Association and Mrs Althea McLean, Chair of the Management Group, whose friendship and support was a source of immense comfort and strength; to Marcia, Clive, and Valerie from the Supplementary School, whose unwavering commitment is truly praiseworthy; to Tom and Pearline whose friendship I treasure. (Incidentally, I hope that the bottles of wine do not dry up!) Last but not least to the conscience of the Service, Enid, whom I regard not just as a friend but as a critical friend. To everyone involved with the Association my very best wishes .

**David Lake**  
**Retired Community Development Worker**

My appointment as Carers Support and Development Worker commenced on 4<sup>th</sup> May, 2004 and I have since enjoyed tremendous support from my colleagues at the Association's office.

I am committed to developing support for African and Caribbean Carers who are in need of advice, information and guidance.

### GOALS

- to identify existing and 'hidden' carers around Watford and surrounding areas, with the purpose of working together towards their individual and professional development.
- to raise awareness of issues which affect the African and Caribbean Carer.
- to demonstrate sensitivity and understanding of cultural needs with regards to caring
- to work with a variety of Agencies to develop and improve support for the African and Caribbean Carer.
- to highlight the needs of the African and Caribbean Carer and promote "good practice" in the planning and provision of Community Services to support carers.

### CARER'S MEETING

My first Carer's meeting was held on May 20, 2004 at the Holywell Community Centre. At the meeting, I had the opportunity of formally meeting with some of the Carers. Discussions covered the events and activities to mark the forthcoming Carers Week in June. These included a conference on "*Raising Awareness of Black Carers' Issues in Health*" to be held in London on 18<sup>th</sup> June, 2004. All Carers were encouraged to attend.

At the start of my report, I wrote about my goals, the top of which is to identify existing and hidden carers around Watford and 3Rivers. To achieve this, in collaboration with some of my colleagues, we shall be visiting some churches with a large African and Caribbean congregation as well as liaising with Doctors' surgery on a "*Nothing Registered, Nothing Gained Campaign*" and establish a "*data sharing protocol*" with affiliated Agencies. The purpose of this campaign is to help us to reach "*hidden carers*" who are known to the surgery through Patient and Doctor consultation.

Since starting my job with the Association, I have had the opportunity of attending Consultation Forums with the PCT on "Choosing Health" with regards to Carers Health Issues. From these consultations, I have identified areas of great importance with regards to health issues affecting African and Caribbean Carers. These range from poor training on how to effectively care for their "cared for", to exhaustion which is a result of taking on too much from their caring role. This also brings about the rise of heart problems which can sometimes be a direct result of exhaustion leading on to stress.

This has led to further consultation with Task Groups on "*imagine.....coming home from hospital*" an area of great concern for new and existing Carers. I have participated within a Task Group aiming at improving the following key issues:

- Carer's Training
- Appropriate Assessment - implementing "*good practice*"
- Breaks and Respite

I am particularly interested in Carer's Training as this is a very vital tool to promoting support for

the Carer in delivering care to their “cared for”. I am therefore working on how to take this task forward. It is important to carry out appropriate Assessment as this will ensure that the outcome of this has a needs-led benefit rather than a service-led assessment.

A classic example is when assessing the needs of a Carer within the African and Caribbean community and developing the care plan for the “cared for”, a service-led assessment focuses on what services are available which in most cases does not match their “*desired*” need. I therefore intend to promote an enhanced understanding of an African and Caribbean Carer’s needs in its cultural entirety. Culture is fundamental to our understanding of ourselves, our values and beliefs, and most especially our identity.

Every Carer deserve a break and there should be adequate provision for a trained Care Worker to relieve them whilst they do so. Providing appropriate care package will ensure that this is achieved.

I will continue to strive to raise awareness of issues affecting Carers in the community.

**Olabisi Onanuga**  
**Carers’ Support Worker**

This year has been an extremely busy one for me and a continuous *juggling of balls*. However because of my very strong belief that a number of people will benefit and an immense support from the '**carers**' themselves gave me the impetus to carry on.

#### Aims

- 1 To provide culturally and religiously sensitive services for **carers** of African and Caribbean descendants living in Watford and 3 Rivers people.
- 2 To provide support for **carers**.
- 3 To work in partnership with Carers in Herts and Adult Care Services to improve services for **carers**.
- 4 To provide a voice for **carers** both locally and nationally
- 5 To network with voluntary and statutory organisations.
- 6 To provide information and raise an awareness of current issues pertaining to carers.

#### What has taken place in support of these aims

- 1 Regular attendance at the London Black Carers Network, which is hosted by individual, groups in and around London and the National Executive Committee meetings and conferences. These meetings are organised to facilitate and influence change in policy making. (e.g. ADSS meetings). Also local meetings with Hertfordshire groups and conferences and workshops arranged by Carers in Herts.
- 2 Support meetings for **carers** where speakers are invited to discuss a topic of their choice or for members to discuss matters of concern individually or collectively.
- 3 Meetings arranged by the Primary Care Trust.
- 4 Carers assessment- a process to assess all carers needs
- 5 Visits to appropriate care homes to look at **respite care** for *cared for persons*
- 6 Sessions with the Rights and Advice Officers have been very successful.

No. of breaks provided for the year Provisions for holiday (14-21 days)	92 sessions – 9 helped per week 2
No. of assessments for the year	12
No. of hidden carers (found)	6

Carers regularly use the keep fit and Tai chi for leisure and relaxation.

#### Conclusion

There is a need to increase the funding to full time status in order to keep in line with the **Carers Strategy**. It is extremely difficult to continue the development of this post on a half time position and more time needs to be allocated to procuring adequate respite care and the recruitment and training of befrienders.

I would like to use this opportunity to thank the funders, Adult Care Services, Carers in Herts, all carers and the Executive Committee for their continued support and encouragement.

**E. A. Saunders.**

## Outreach Workers Report

It has been six months since I took up the post of Outreach Worker for the African Caribbean Association in developing their interests in the community. It has been a very difficult six months trying to get to know the organisational structure and all the various projects, working with the relevant partnerships, and Local and National agencies.

I set out to conduct a questionnaire about the community need for a resource centre. This is still ongoing, but so far it has highlighted the need to have a centralised resource point amongst other things. It also needs to have enough space for all the activities provided by the various projects and the African Caribbean Community to operate from. There is a new publicity brochure which myself and the Development Worker put together for the African Caribbean Association highlighting the various projects. That will be going for print some time in June.

Some of the outreach work has involved helping clients access Information, Advice and Guidance. The Information, Advice and Guidance has involved issues on: housing/homelessness, further/higher education, employment disputes, job searches, school parent child problems. To date, I and my colleagues have signposted or given assistance to clients who have called into the office and filled out the client reference forms 30 times. Some of the data is quantified below.

Caribbean	= 11
African	= 17
Other	= 1
Male	= 9
Female	= 21
16-24	= 11
25-34	= 7
35-44	= 4
45-54	= 3
55-64	= 1
Disabled	= 1
Referral Self	= 6
Word of mouth	= 15
Other	= 3

Being an Outreach Worker sometimes means being accessible to the community. This involves going out to see them, then returning to the office to assess the information collected with the Development Worker.

Volunteering is a dedicated cause, and is fundamental to the success of the organisation as regards to the impact we can have in the community as a whole. We are currently part of the Millennium Volunteers programme and we have been able to place a number of volunteers.

Since 11<sup>th</sup> March 2004 I have been facilitating the Steering Group for the purpose of assembling a diary of events and fundraisers for the African Caribbean Community Association through out the year and beyond. Everyone is welcome to attend these meetings and give their own ideas and suggestions on future events and fundraisers. The steering group is the ideas factory for all future events, and we appreciate input from the community at large.

At the moment alongside the Development Officer we are finalising funding applications for Black History month in October. Things are looking good and coming along fine, with most of the acts, artists and forms of entertainment being already booked with preliminary dates set.

We looking at possible options at supporting a group of youngsters aged between 16-25 from the West Watford area in forming a football team aptly named African Caribbean Scorpions Football Club or AC Scorpions FC for short. We are looking into funding bodies i.e. Sport for England, for support with this worthwhile cause.

On the whole I have enjoyed helping a number of people from our community gain the correct access to services or the right kind of support. I am very committed to the African Caribbean Community of Watford and know that together we can achieve.

**Timothy John Edwards**  
**Outreach Worker**

## SICKLE CELL & THALASSAEMIA SUPPORT GROUP

2003 was an uncertain time for the Sickle Cell group as we were unable to hold our regular meetings or make and work towards fruitful plans in the latter half mainly due to illnesses and holidays. However, the Awareness Day on July 4<sup>th</sup> needs highlighting as it was well attended and the Speakers Mrs Glynis Thornton from the Herts and Beds Lupus Group and Drs Beret and Wood from Watford General Hospital were very informative and gave us a pledge that they would endeavour to work with us in the future.

Mr Peter Wright from the Primary Care Trust encouraged us to apply for funding to train a counsellor as we will be losing two counsellors this year. Unfortunately this offer cannot be taken up this year.

A planning meeting with Mr Noel Fearon a Development Worker from the Sickle Cell Society in London was arranged but this did not materialize.

The 2003 AGM was postponed until January 2004, when there was a change in leadership and agreement to revert to monthly meetings as we were meeting bi-monthly on a trial which is now on the last Wednesdays at 7p.m. at 16 Clarendon Road.

We are committed to a number of projects for 2004, including the *"Awareness Week Programme"* starting on 3<sup>rd</sup> July, 2004 with a street event targeting the whole community and a display at Holywell Community Centre on Tuesday 6<sup>th</sup> and Thursday 8<sup>th</sup> July from 10.30am to 2.30pm.

Once again we solicit your support at our meetings and for our Charity Bazaar on October 2<sup>nd</sup> which is our main fundraising event. Items and donations can be left at 16 Clarendon Road, Watford.

Many thanks.

**Clara Nugent**  
**Sickle Cell**

## THE AFRICAN CARIBBEAN ELDERS PROJECT (T.A.C.E.P)

The African Caribbean Elders Project was officially launched in December 1995. We continue to strive to fulfil our needs and objectives some of which are

- 1) To combat isolation
- 2) To encourage togetherness, friendship and provide information
- 3) To provide physical and mental stimulation
- 4) To provide help and support to carers

The Luncheon Club is now in its 9<sup>th</sup> year and we continue to meet at the Holywell Community Centre on Tuesdays and Thursdays with an average of 25 - 30 people on Tuesdays. The club is well known and there are new members who are brought along by the recommendation of other members. Members are encouraged to *"tell others of T.A.C.E.P."*

### SOCIAL EVENTS

Day excursion to Walton on the Naze was a lovely day although sea was not inviting for sunbathing. Frequent shopping trips are organised to numerous markets in London to purchase cultural foods. This is enjoyed by all members. Visits also occur to other places of interest namely the Jeffery Museum in London. One of our big *"highlight"* of 2003 was our Co-ordinator Mrs Enid Saunders celebrating her *"Coming of Age Birthday"*. This was very successful as she used this as a fundraising strategy. Proceeds from this event was given to the African and Caribbean Elders Project and also to the African and Caribbean Supplementary School. *"Well done Enid"*. A number of our members teamed up with members of the African Caribbean Association on a weekend visit to the Eden Project in Cornwall. This was also a very enjoyable weekend.

Our Christmas Dinner is a yearly event, unfortunately it was celebrated in February 2004. Friends from other luncheon clubs, relatives and friends from the community, people from Social Services, people from other community projects were invited. Our guest speaker was Chairperson of Watford Borough Council, Councillor Mrs Ellie Burkenshaw. Everyone enjoyed lunch and a bring and buy sale was supported.

### MENTAL ALERTNESS

Weekly keep fit classes are provided by Ann Patterson and Tai Chi by Steve Price. We also have members who do weekly walks. All members especially arthritis sufferers are encouraged to do regular exercises to keep their limbs mobilised.

### SPEAKERS

A couple of speakers have been invited to discuss various topics namely:-

- 1) Safety in the home - *"Crime Prevention"*
- 2) Tax Credit
- 3) Importance of *"making a will"*
- 4) Coping with floods

### TRANSPORT

There is provision for transportation from door-to-door which allow members to attend more regularly especially the less able-bodied. Special thanks to Mr Paisley, our driver for his total commitment and patience.

#### BEREAVEMENT

During 2003-2004, two of our members have died after long illnesses. Mrs Saunders, our coordinator, the Catering Staff and our members have supported their families unstintingly.

For the Luncheon Club to progress and to meet its aims and objectives, we encourage members and friends to continue to give their loyal support.

I would like to take this opportunity in saying a big thank you to our coordinator, the committee, members, catering staff and friends who have supported us through the year and for me being the Chairperson.

Thank you.

**CYNTHIA DIXON  
CHAIR**

The African and Caribbean Elders Project is a user led resource for 50+ which meets twice weekly from 1100-1500hrs. at the Holywell Community Centre. Members are very welcoming and look forward to their sessions. As the population gets older we have lost a number of members through long term illness and death.

**Activities** include shopping trips, outings, board games, multi media and dominoes  
**Achievements**

Funding through Service Level Agreement for 92 sessions per year  
 Rights and Advice sessions bi-monthly very popular sessions  
 Regular keep fit sessions twice weekly  
 Weekly Tai chi sessions  
 Meals on Wheels service twice weekly  
 Monthly newsletter

#### **Meetings**

Meals On Wheels review  
 Minority Ethnic Health Forum  
 Diabetes Strategy  
 Multi Agency Active Communities  
 Roundabout Transport  
 Out of Office services

#### **Training and Workshops**

Through the Learning Skills Council a number of our members have been introduced to Information Technology  
 Reminiscence therapy  
 Policies

The appointment of the Care Assistant has helped enormously in providing more support to the less able bodied members.

#### **Networking**

The group is involved with a number of similar groups

Disabled	4
Male	5
Female	25
Carers	9
Cared for persons	7
Africans	7
Average monthly attendance	130

#### **Conclusion**

A continued increase of membership will result from more outreach work  
 I would like to thank the funders Watford Borough Council, Adult Care Services, the trustees, members and staff for continued support throughout the year.

**Enid Saunders.**

**Luncheon Club and Meals on Wheels Coordinator.**

## **WATFORD AFRICAN/CARIBBEAN SUPPLEMENTARY SCHOOL**

The last year (2003/04) has been both a year of achievement and a year of transition. One of our achievements is the achievement of nine successive years of existence. Over those years we have worked with a significant number of our young people; we can now point to young people whose achievements are a testimony to the contribution we have made and continue to make. They have not been easy years but they are years over which we have demonstrated the value of the school to young people in Watford and to the wider community.

We are in transition because for the very first time in the school's existence we do not have David Lake's with us on a regular basis. David was the person as Watford Borough Council's African Caribbean Community Development worker working with the African Caribbean Association who started the School back in April 1995. David has now taken a well earned retirement from his Job with the Borough Council. However, we are pleased to say that we continue to enjoy David's support.

With David's departure we welcomed Ademola Adeniji who is now the African Caribbean Association's Development Worker. Ademola has already proven to be to be very helpful to the school and we are looking forward to his continuing engagement with us long term.

We have already mentioned our achievements and outlined below are some of the highlights of the last year.

### **Our Regular School Programme**

The focus of our activities centres on supplementing and complementing what young people experience in mainstream schools while bringing in a unique African Caribbean perspective. As such young people have focused on English science and maths whilst engaging in other activities such as rapping, dance and drama. We aim to support the development of our young people and provide a safe environment in which they can interact and learn about one another. Our numbers have increased over the last year but we would still wish to encourage all African Caribbean origin young people to participate. We believe that the school is of value for young people of all abilities.

### **Quiz Nights**

Our Quiz nights are now becoming the talk of the town. Those who attend are always eager to know when the next event will be. They are always educational but equally great fun. Last year our two events held in May and October were no exception. The events are also now making a regular contribution to the funds of the School as is outlined in the treasurer's report.

### **Rainbow Festival**

We were yet again involved in Watford's Rainbow Festival. We organised a stall in the park to sell light refreshments and promote the School. This event made a contribution of over £400 towards our school funds. Particular thanks are due to all those who helped on the stall for what was a long day.

### **Black History Month Conference**

In October 2003 we were involved in organising the first countywide parents conference in association with St Albans and Stevenage African Caribbean Supplementary Schools. The conference was held on 11 October at the Fielder Centre in Hatfield. The event was supported by a number of funders including; Sylvia Adams Charitable Trust, Lloyds TSB, Hertfordshire County Council and Watford Borough Council

The theme for the conference was "The will to learn". Over 140 parents and young people from across the County and beyond attended and heard a number of inspirational contributions from people such as Angie Le Mar the presenter and comedienne and Terry Jervis the television producer and director. A number of workshops were also held that enabled parents to learn more about how the education system operates.

### **Hertfordshire African Caribbean Schools Network**

One of the by products of the Black History Month Conference was bringing together of the major African Caribbean Supplementary Schools in Hertfordshire. These schools have continued to meet since the conference and are currently exploring both a follow up to last year's conference and other opportunities for collaboration.

### **Christmas play/Concert**

In 2002 we were unable to put on a Christmas production because of lack of resources. We were therefore very pleased when a volunteer agreed to help us put together a Christmas production last year. As all those who attended the event in December would testify, the event was a complete success and was one of our best ever. Our thanks are extended to Judith and Selwyn Weekes for their efforts and also to Grace West, Marcia Johnson, and Gemma Johnson for the overall team effort that made the event so successful. Last but not least thanks to all the young people who participated and their parents for supporting them. The event demonstrated very clearly the talent that we have amongst our young people some as young as five.

### **Old Year's Event**

As a part of our fund raising efforts but also to promote the school we organised with the Watford African Caribbean Association, the annual Old Year's dance at Leggett's Community Centre. It was a most enjoyable evening with the only disappointment being the low turnout. The event generated £166 towards school funds.

### **African Village**

We planned a visit to the African Village last summer but had to cancel as there was not enough parental commitment. We are seeking to do this again this year.

### **Education Forum**

We have become regular participants the Watford Educational Forum and would urge parents and others with an educational interest to do so too. It is one of the mechanisms that enable us to contribute to the creation of the education system of value to our children.

### **Financial Position**

The financial position of the school continues to be a precarious one. We welcome any contributions that readers may wish to make that could help to establish the school on a sound financial footing.

Having said this we are grateful for the support that we receive from a number of sources over the last year. Support has come from bodies such as Single Regeneration Budget through the Watford Educational Support and Development Trust, Hertfordshire County Council and Westfield School for use of their premises.

## Thanks

On a weekly basis we continue to offer young people the benefit of the experience of a number of adults from teachers and classroom assistants to others who help in the background. We would not enjoy the success that we have without the contributions of the following:

Ken Agra	Teacher
Theo Cronje	Teacher
Marcia Johnson	Teacher/Committee Member
David Lake	Development support
Madeleine Lake	Helper and Link to mainstream schools
Margaret and Trevor Moore	Helpers
Valerie Osborne	Helper/Committee Member
Clive Saunders	Helper/Committee Member
Mrs Enid Saunders	Refreshments/Promotion etc.
Grace West	Helper/Committee Member
Nicki Simpson	Helper/Committee Member

The success of the school has been very much based on the contributions from these and other people and we extend our thanks to them all. However the success of the school is dependent on the support of parents' friends and young people themselves and we thank them all.

In conclusion, the continued success of the school is dependent on, the young people, our teachers, helpers, parents and our supporters in the community. We continue to seek and welcome additional participation from anyone who can, morally, financially, intellectually or physically and we urge everyone to continue to spread the work and to support the activities of the school. If you would like to get involved or you know someone who would be helpful in anyway, do get in touch with a committee member.

Finally, next year we celebrate our 10<sup>th</sup> anniversary and we would welcome any ideas as to how we could best mark the occasion. Please pass any ideas to a member of the Committee. Key committee contact details are as follows:

Clive Saunders	07801 947204
Valerie Osborne	07966 622416
Marcia Johnson	07956 879217

Alternatively, we can be contacted through the Office on 01923 220810.

**Clive Saunders**  
**Treasurer**

## **ROLE OF CONNEXIONS**

Service to provide information, support, advice guidance & personal development opportunities to all young people aged 13-19.

Liaising with outside agencies such as schools, colleges, training providers, millennium volunteers, youth service, community organisations, work places and one stop shop.

Working with Parents, Carers and families to support young people in learning and other personal development opportunities.

### **Role of Personal Adviser**

Personal Advisor aware of current issues facing young black people today, easier to relate to youngsters because of similar backgrounds and experiences making it easier for a relationship based on confidence and trust to develop.

Provide support to young people to deal with the variety of issues they face, so they can make choices and realise their full potential for the future:

- 1 Careers advice
- 2 Personal development opportunities
- 3 Support through problems
- 4 Substance misuse
- 5 Bullying
- 6 Lack of confidence
- 7 Homelessness

Young people are entitled to a Personal Advisor who:

- 1 Is professional, easy to get on with, friendly and relaxed
- 2 Gives support and impartial advice
- 3 Is non-Judgemental, understands their moods and listens to them

### **Motivation of youngsters**

Motivation: "Encouraging youngster's to give their best willingly". Where possible link youngster's personal goals to the Education system.

Obtaining their involvement from an early stage through Action Plans (clear targets/goal setting), which clearly show their role and influence in process.

- 1 Build self-confidence
- 2 Build self-esteem
- 3 Challenge peer pressure
- 4 Negative stereotypes
- 5 Value education

It is my intention to assist the youngsters within the Watford area to make the right learning and career choices, where necessary to call on the assistance of other agencies and develop a referral process accessible to those in and outside of the school system.

My work (caseload) through the school system will be based on the existing connexions referral process; those youngsters outside the school system will be referred to me by those agencies in contact with them (community groups, youth service, colleges etc.).

**Management of project**

My immediate reporting line is to the Director of The Watford Racial Equality Council and steering group set up to manage project (the African and Caribbean Association have representatives on this steering group).

**Des Reid: Connexions Personal Adviser for African, Caribbean and Mixed Heritage Young People.**

### **Report from the ACAP Support Teacher at St Michael's Catholic High School and Mount Grace School (Potters Bar)**

St Michael's Catholic High School has approximately 55 African Caribbean origin pupils on roll. ACAP has two members of staff at the school, a teacher and a learning mentor. 18 pupils have been supported in the classroom and 26 have had mentoring sessions over the course of the year.

Most of the teaching has been in the classroom covering most areas of the curriculum. Classroom support has focused on Years 7 and 8. There is a high number of African Caribbean pupils in Year 8 and most of the ACAP work has been with these pupils especially the boys. This is because a large cohort of black pupils tends to draw a lot of attention.

ACAP was involved in the school's 'One World Celebrations' as well as taking part in the World Languages Day. Mahlon Prince attended the Year 9 assembly where he read some of his poems which were well received.

Yemi Dede the learning mentor supported Year 11 pupils in completing their coursework as well as organising the pupils' focus group leading up to the filming in March of the video 'Listen! We're Aiming High'.

ACAP has a very good working relationship with St Michael's and has received tremendous support from the senior management in particular Garry Power, Second Head Teacher.

\*\*\*\*\*

Mount Grace School has 33 African Caribbean origin pupils with most of them travelling from North London. I have been working in the school three days each week for just over a year.

ACAP work is concentrated in the Upper School. Most of the work has been in the classroom with support focusing on the three core subjects of English, Maths and Science.

This year, pupils in Year 11 were supported to help them complete and hand in coursework. They were encouraged to attend the weekly coursework surgery organised by the school. Advice and suggestions were given to pupils on where to get help and on revision strategies.

In Year 10 focus pupils received support to ensure a good start to their GCSE course. Pupils have had guidance on preparing for their first GCSE modular science exams. They have had help and advice in choosing the right job for work experience. Pupils in Year 9 had support in science and maths in preparation for their Key Stage 3 exams.

During Black History month ACAP provided resources for the Year 7 project on famous British Black people.

Arising from the preparation for filming the video 'Listen! We're Aiming High', a focus group for pupils was set up in the Spring term with the support of Mrs Ann Lawrence the Deputy Head. Pupils from Year 9 upwards were invited to these weekly sessions. The meetings were well attended and pupils had the opportunity to discuss issues affecting them as black pupils in Hertfordshire schools.

**Adwoa Djan**

## **Report from the African Caribbean Achievement Project South Area Co-ordinator**

### ***Restructuring of the ACAP***

At the time of writing this Report discussions are going ahead about a restructuring of the ACAP. The continuing low performance of pupils of African Caribbean origin as a group, shown particularly in the data about GCSE results, and unacceptably high exclusion rates, leads MECSS to believe that the Project needs to work in schools across the County, rather than limiting itself to a small number of schools in the South and North Areas, as is mainly the case at present. The implications of this proposed development will, we understand, be shared with community groups, so I am hopeful that members of the African Caribbean Association will have the opportunity to make their views known fairly soon.

### ***Changes in the team***

**Michelle Penny**, who members know as the well respected Bi-Cultural Teaching Assistant at Laurance Haines, has now also been working as a Learning Mentor at Westfield and Bushey Hall since September. She divides her time between the three schools. Her knowledge of the children and families in the community and her ability to work effectively across the age groups is very much appreciated. She also continues to respond where she can to schools' requests to appear in the role of Mary Seacole to help children learn about the life of the woman who was recently voted "the greatest Black Briton" in an internet poll (see attached article). Last summer term Michelle successfully completed the Open College Network Course (NVQ 3). She was invited to present her experience on the course at a national conference.

We were very fortunate to be able to recruit **Karen Lutterodt**, a teacher specialising in Early Years, to work temporarily at Laurance Haines to replace Michelle on the days she is mentoring in the Secondary Schools. Karen quickly fitted in to the Support Teacher role, and her particular expertise with young children has made her a great asset to the team. We are still however looking to recruit a Teaching Assistant to work part time at the school from September.

Other team members:

**Madeleine Lake** – support teacher (primary) and co-ordinates the team in the South area.

**Adwoa Djan** – support teacher (secondary – history specialism)

**Janet Dodds** – support teacher (secondary – science specialism) – *sadly we shall soon be saying goodbye to Janet, who will be moving to a new job in Luton from September.*

**Beverley Hughes** – instructor (secondary – humanities specialism) – *from September Beverley will be on the staff of Bushey Hall School so no longer an ACAP team member. However she will continue to support Black pupils at the school and we hope very much that she will stay in touch.*

**Yemi Dede** - learning mentor (secondary – ICT specialism)

**Dawn Mapp** – BCTA (primary) – currently studying for the Diploma in Pre-School Practice.

From March 7<sup>th</sup> when I slipped and broke my ankle, my colleagues (in particular Janet and Adwoa) have kindly taken my place for over two months and helped to coordinate the work of the Project, for which I am extremely grateful.

### ***Some initiatives this year***

**Mahlon Prince**, who achieved excellent A Level results before leaving Westfield CTC last summer, returned to Westfield to mentor a pupil admitted to Year 7. Mahlon is a wonderful role model and ACAP would like to thank him for the work he has done. This was made possible by a small grant from African Caribbean Association.

Mahlon also supported local schools during **Black History Month**, by talking to children during Assemblies and by working with children telling stories and doing drama activities. The following write-up appeared in the MECSS 'News Update':

"Mahlon visited Cassiobury Infant School in Watford. He told Anansi stories in every class, including Nursery, and was a resounding success. Watch out for him – he'll be famous one day!"

The EMA Centre sent a flyer to all schools in September reminding them about Black History Month. A number of schools responded by asking for speakers at Assemblies, and a few teachers came to the Centre and borrowed resources. Some EMA Centre staff worked in schools on particular Black History Projects (eg. the Life of Walter Tull; Famous Black People Assembly). **Clive Saunders** kindly visited Lea Farm Junior School and talked to children in Year 6 who were studying 'Britain from the 1940's', and a group worked on an Assembly presentation about the people who came to Britain on the 'Empire Windrush'. (see John Agard's poem 'Windrush Child', which the children learnt).

*If there are Association members willing to visit schools and talk to children during October please let us know.*

We have put together a proposal to try and get funding to produce a series of **Exhibition Boards** about 'The Black Presence in Britain from 1500'. Hopefully the boards will be available for schools to display and stimulate an awareness of the contribution Black people have made to British history.

Regular visits to the **African Caribbean Supplementary School** have been made by ACAP staff during the year. We very much appreciate the excellent work that is done week by week at the School to support the young people who attend. We want to be able to continue to do what we can to help the School develop and to ensure liaison between the School and the 'mainstream'.

### **'Listen! We're Aiming High' Video**

We were very grateful for the support of the Association and the Supplementary School during the making of the video about Black pupils' achievement. The Association kindly funded lunch for the young people who were taking part in a pre-filming Workshop in February. Special thanks also to Mrs Enid Saunders for preparing the food and Mrs Pearline McFarlane for her donation. Because of my accident, Janet Dodds stepped in at very short notice and took over the coordination of the filming which took place during three days in mid March, and included a visit to the Supplementary School.

At the time of writing we have not yet seen the final version, but we are hopeful that it will be a useful tool to use for training teachers about the views of Black parents and students, and the ways in which the young people can be supported to ensure they achieve well in school.

### **Madeleine Lake**

### **The South Area Ethnic Minority Achievement Centre Head's Report**

Due to the 'domino effect' of a series of secondments last summer (03), I find myself sitting in Hugh South's chair and ready for the first time to write the Centre's contribution for the Watford African Caribbean Association's Annual Report.

The staff of the African Caribbean Achievement Project (ACAP) here in the South Area – 1 Teacher/co-ordinator, 1.5 Teachers, 1 Instructor, 2 Part time Learning Mentors, 2 Part time BiCultural Teaching Assistants (one vacancy), currently work in 3 primary and 5 secondary schools supporting the educational achievement of African Caribbean pupils. This support is valued by the pupils and the schools and makes a difference to the pupils' achievement.

At the end of Key Stage 1 Black Caribbean pupils show very high achievement. At Key Stage 2, this achievement starts falling away. At secondary level there are continuing major concerns nationally and locally about the attainment of some Black Caribbean students particularly boys.

*The following shows the Herts County data(2003) on Black Caribbean pupils' achievement:*

#### **SUMMER 2003 KEY STAGE 1** **% of pupils reaching Level 2+ Reading/Writing/Maths**

	1999	2000	2001	2002	2003	Number of Pupils (2003)
<b>Black Caribbean</b>	74/70/75	81/85/89	82/81/88	90/84/84	90/83/90	60
<b>LEA – All Pupils</b>	84/84/88	85/86/92	86/86/92	87/86/92	88/85/93	12,322

The Black Caribbean group has made pleasing progress since 1999 (by 9%). In 2003 this group has slightly outperformed the CSF average level in reading, and in writing. In maths their achievement gap is reduced by 5%.

#### **SUMMER 2003 KEY STAGE 2** **% of pupils reaching Level 4+ English/Maths**

	1999	2000	2001	2002	2003 (CSF targets)	2003	Number of Pupils
<b>Black Caribbean</b>	62/58	74/65	80/71	74/62	85/74	69/67	61
<b>LEA – all pupils</b>	77/75	81/76	80/76	81/79		80/76	13,119

The trend for KS2 results continues disappointingly downwards for 2003.

**SUMMER 2003 KEY STAGE 4**  
**% of pupils having 5+GCSE A\*-C**

	1999	2000	2001	2002	2003	2003	2003	2003	2003
					CSF Targets	Boys	Girls	Overall	Number of pupils
<b>Black Caribbean</b>	3%	29%	30%	43%	48%	43%	44%	44%	71
<b>LEA – all pupils</b>	55%	55.5%	56%	56%		56%	67%	62%	11,831

Despite a further small improvement in 2003, the results for African Caribbean heritage pupils in secondary schools remain a matter of concern.

(N.B. The size of individual ethnic groups in Herts is statistically small. As a result high levels of variation from year to year is to be expected.)

**Exclusions**

The permanent exclusion rate for pupils in the ethnic group 'Black British-Caribbean' was 4.8 times higher than the proportion of these pupils in the total school roll. This is in the context of a decrease in the overall permanent exclusion rate for the County to 1.24 per 1000 pupils for 2002/3.

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**The South Area Secondary Schools African Caribbean Networking Group** continues to bring together schools to share experiences which are valuable to the raising of African Caribbean pupils' achievement. Hugh South, now MECSS (Minority Ethnic Curriculum Support Service) Principal Adviser, continues to be a member of this group. Following the evaluation of the video made in Richmond, 'Black Pupil Voices', it was decided that the group should go ahead with the production of a similar video with students from local schools. Six South area Secondary schools took part, together with the Watford African Caribbean Supplementary School. Hugh South, through MECSS, was instrumental in getting the funding, which came from a variety of providers including CSF, Connexions, and the schools involved. The video entitled 'Listen! – We're Aiming High' will be a valuable training resource for schools. It deals with black students' experiences of schooling and includes the views of parents.

### **Watford Minority Ethnic Community Education Forum.**

The Forum continues to meet once every half-term and welcomes members of all minority ethnic communities. The aim for the coming year is to increase its membership. The Watford Forum sends representatives to the newly formed County Minority Ethnic Education Forum, so that voices can be heard at County level. Disappointingly, although primary school Head teachers were invited to the Forum to discuss the implementation of their schools' Race Equality policies, only two Head teachers responded. The programme for the current year will include a visit from John Harris, the new CSF Director, who will attend a Forum meeting in September, where those concerned with education will be able to make their views known, and have their questions answered. The changes in DfES funding mentioned below, will have a significant effect on the level of educational support for minority ethnic pupils in Hertfordshire. Communities will be asked to actively lobby at County and possibly Government level for an increase in funds.

The work of MECSS through **The South Area Ethnic Minority Achievement Centre** and the **African Caribbean Achievement Project (ACAP)** is likely to see some changes and reorganisation from next year. These will be due to both the changes in the way the DfES will be funding ethnic minority achievement in the future, and the focus of the 'Aiming High' document. ACAP's work will be data led (the work will be in schools which are shown to be failing their African Caribbean pupils) and is likely to be across the county – (it is currently focused in the North and South areas). Changes in funding will mean a reduction in the Ethnic Minority Achievement Grant for Hertfordshire.

**SUE BOULTER**  
**Acting Head of Centre**

**Report from the ACAP Support Teacher at Westfield CTC 2003-4**

The ACAP team has been greatly strengthened by the appointment of Michelle Penny this academic year. Her experience of working with young people and her breadth of local knowledge of the community has been an invaluable asset. She has quickly gained the respect and trust of the young people she works with.

The ACAP continues to have a good working relationship with the Westfield EMAG Department. There are approximately thirty pupils of African Caribbean and Mixed Heritage on roll. However of these, there are only three pupils in Year 11 and two in Year 10. The EMAG and ACAP have not run the after school revision classes this year for GCSE but instead have encouraged students to attend departmental revision classes and run small group or individual tutorials.

There are now currently two Westfield students attending the Watford African Caribbean Supplementary School and another two families have expressed a keen interest. The EMAG Department has purchased a display board, which is available for the Supplementary and Complementary Schools run by the community groups that meet at Westfield, so that displays can be put up to help raise the profile of the good work carried out by them.

During the course of this year I have been in discussion with mainstream staff about devising particular strategies to support Black pupils particularly in years 7 and 8. In addition planning will begin this half term for Black History Month in October. I am pleased to say Black History Month had a much higher profile last year and I hope to capitalise on the enthusiasm generated.

Sadly I must end my report with a goodbye, as I will be leaving the ACAP in September to take up the role as an EMAG co-ordinator in my home town of Luton. It has been a pleasure working with Madeleine and the team and I will greatly miss their support.

**Janet Dodds**