



West Green Primary School Newsletter

**December 2025**

Dear Parents and Carers

We have had a lovely time this term in the run up to Christmas.

It has been a very busy term with the Year 4 class trip to Fishbourne Roman Villa, Christmas performances, Christmas meal and jumper day, class parties, ukulele and cornet concerts and a variety of other activities.

Our Christmas tree looked beautiful as it was decorated with all of the entries for our Christmas decoration competition. It really does make it unique to our school and we love it!

Our scaled back Christmas Cheer event proved to be very popular, as did the tea towels which were available to buy with a self portrait drawn by every child in the school on them.

Thank you so much for all the support you have given us with our fundraising efforts. We do appreciate the time and effort you put in to help us.

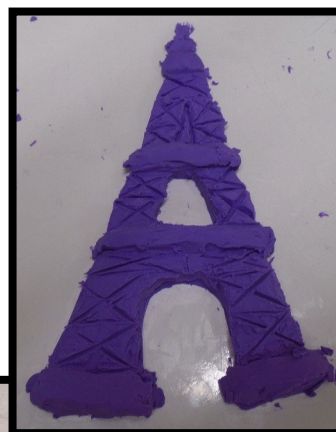
We wish you all a very Merry Christmas, and a wonderful New Year.

We will see you all back in school on Monday, 5th January 2026

**West Green Team**

### **OUTSTANDING EFFORT**

The children have been producing some brilliant work this term, here are a few examples. Well done everyone!



We had a great time this term when some parents joined us for the *Come and Share Our Learning* morning. The children are always keen to show their parents what they have been learning in school, and hopefully the parents and carers were able to pick up some tips on how to help their children continue with their learning at home. We had approximately 130 parents and carers join us in school which was an amazing turnout. Thank you to everyone who was able to join us, we do realise that some parents were not able to attend due to work commitments. If you were not able to attend and have any questions about come and share our learning, please speak to your child's class teacher.



### **YEAR 5 CLASS ASSEMBLY**

Year 5 gave a lovely class assembly, and it was great to see so many of their parents and carers join us. This is what their class teacher had to say...

*"The Year 5 class assembly was a great opportunity for the children to share their learning and creativity. They presented a range of work including art, science projects, dance performances and pieces of writing. It was lovely to see their confidence and pride as they shared their learning and achievements with others. They also performed a cornet concert later that week with great confidence and skill. They showed excellent focus and teamwork and their performance was thoroughly enjoyed by everyone."*

**Mrs Riadat - Year 5 Teacher**



### **YEAR 3 UKULELE CONCERT & YEAR 5 CORNET CONCERT**

Parents of children in Year 3 and Year 5 were invited to join us for a musical performance. Both performances were brilliant. The children demonstrated to their parents what they have achieved in just one term. Well done to all the children who took part, you put in a lot of hard work and we are very proud of how much you achieved.





### CHRISTMAS DINNER AND FESTIVE CLOTHING DAY

We had our annual Christmas dinner and festive clothing day this term. It was a lovely day, here are some memories we made...



### YEAR 4 TRIP TO FISHBOURNE ROMAN PALACE

Year 4 visited Fishbourne Roman Palace this term and represented the school really well. Here is what their class teacher had to say...

*"We went on a school trip to Fishbourne Roman Palace to explore the remains of a real Roman home. The colourful mosaics were fascinating, and it was exciting to imagine how Romans lived there nearly 2,000 years ago. We enjoyed walking around the gardens and learning about Roman daily life - what it was like for the rich and poor. We loved cooking in the kitchen, grinding wheat into flour and scratching our names into wax tablets. We had a lot of fun and it was a memorable way to bring history to life."*

**Miss Stone - Year 4 Teacher**







Our school council have been busy this term. Here is an update from Miss Delgado.

“Wow what a busy term it has been. Amongst all the festivities the school council have been busy reflecting and evaluating our school behaviour values, completing behaviour walks at different times of the day across the school and considering what is most important to us at West Green. Together we looked at pupil voice across the school and are excited to share our top star behaviour values with you and our school community in the New Year. Watch this space!

**Miss Delgado - School Council Lead**

### **SCHOOL FUNDRAISING**

We have really appreciated all your support this term with our fundraising efforts. We had intended to hold our new Christmas Cheer event this term, however with rising flu cases in the school and across the country we decided to scale back the event to minimise the spread of any viruses. Therefore we ended up holding the bake sale outside under the canopy. There were also tea towels on sale with self portraits on that children had drawn of themselves. The support our children and parents showed our school at this last minute change was amazing. Thank you so much for all your help in donating the items for the bake sale, and your understanding as to why we had to amend our original plan.

The raffle for Christmas chocolates will be held on the last day of term.

Our Christmas decoration competition proved very popular again this year, and once again it made our tree so unique to our school. It was a lovely sight to greet us all each day and gave the school a real Christmas feel. The winning entries are pictured below.

Please be assured that all funds raised do go back into the school for the benefit of the children. In fact, the funds we have raised previously helped to pay for the visit from the Stage to School Theatre Company who came in and performed a wonderful pantomime for the whole school. It was so much fun, and for children who have not seen a pantomime before it was a new experience for them... it was also (as a pantomime should be) very noisy!



### **CHRISTMAS PERFORMANCES**

The children in Reception, Year 1 and Year 2 gave a lovely Christmas performance of It's A Baby Nativity. Our children sang beautifully and brought the magic of Christmas to our school. For one of the performances we were joined by some of the children from Rainbow Nursery and Little Holly Hedgehogs pre-school who really enjoyed themselves. Well done to all the children for their hard work in the rehearsals, and in the performances. You have put us in a very festive mood.



### **CHRISTMAS EXPLORED**

The children in Year 1, Year 3 and Year 5 were invited to attend the Christmas Explored event at the Charis Centre to find out the origins of Christmas. Their good behaviour was a credit to their parents and our school, and they all enjoyed the activities and finding out the true meaning of Christmas.





### **HALF TERMLY ATTENDANCE CLASS WINNERS**

There has been some friendly class rivalry in school this half of the term for the class who has the best attendance each week. Here is the list of weekly winners:

Week 1: Year 5 - 98.39%

Week 2: Year 4 - 96.69%

Week 3: Year 6 - 98.28%

Week 4: Year 3 - 99.58%

Week 5: Year 4 - 98.33%

Week 6: Year 6 - 94.64%

Week 7: Year 6 - 89.57%

The overall winner for this half term is: Year 4 with an average attendance of 93.38%.

We are very pleased with the effort the children have made with their attendance this term, and well done to their parents too!

As you are likely aware, one of the education areas that the government is focusing on is school attendance. This is due to an increase in poor attendance since the pandemic. The following is an exert from 'working together to improve school attendance' DFE 2024

#### ***The law on school attendance and right to a full-time education***

*The law entitles every child of compulsory school age to an efficient, full-time education suitable to their age, aptitude, and any special educational need they may have. It is the legal responsibility of every parent to make sure their child receives that education either by attendance at a school or by education otherwise than at a school.*

*Where parents decide to have their child registered at school, they have an additional legal duty to ensure their child attends that school regularly. This means their child must attend every day that the school is open, except in a small number of allowable circumstances such as being too ill to attend or being given permission for an absence in advance from the school.*

*This is essential for pupils to get the most out of their school experience, including their attainment, wellbeing, and wider life chances. The pupils with the highest attainment at the end of key stage 2 and key stage 4 have higher rates of attendance over the key stage compared to those with the lowest attainment.*



## **IMPORTANT SAFEGUARDING NOTICE**

### **What Can You Do When You Feel Lonely As A Parent?**

There is lots of helpful advice on the NSPCC website, here is some information from their page...

As a parent you can spend the whole day being climbed on by your little one but still feel like you're on your own. Or you have years of great chats with your child and all of a sudden, hormones hit, and they stop wanting to spend time with you. You might find your family going through something that others can't relate to.

All of these things, as well as life events like a divorce or a house move, can leave you feeling lonely or isolated. While it's important to think about how your children are handling challenges, how can you make sure you're also getting the support you need?

Things to consider if you are feeling lonely:

#### **Be curious about your negative feelings**

It might feel like you don't have the time to feel down but pushing negative feelings away and pretending they're not affecting you won't help in the long term. Rather than rejecting what you're feeling, try to be curious about it. When do things feel better or worse? Do you know anyone who's gone through something similar? When you've felt like this in the past, what have you found useful?

#### **Think about things you enjoy**

Your hobbies and interests matter. What did you do for fun when you were younger? Is there a way you can incorporate that into your life now? Maybe you loved singing but don't have the time to be in a choir. You can still blast your favourite radio station and have a kitchen sing-along. Try to do something every day that makes you feel good, however small it is.

#### **Try new things**

If old hobbies and interests don't feel right, maybe you can try something new. That might be as simple as listening to a new podcast you've heard is good or trying out a new recipe. If you can't find the time for a coffee date with a friend, you could try going with them on their weekly shop. You might also want to try using [meetup.com](https://www.meetup.com) or the [Peanut app](#) to help you meet new people.

#### **Find your community**

Your community might change when you become a parent. You may feel you need to strengthen your relationship with family, current friends or ones you haven't seen in a while. Or you might realise you need to build a new community because something your family's experiencing is making you feel lonely.

#### **You're allowed to say it's hard**

It's important to remind yourself that you don't need to have everything figured out, all of the time. Acknowledge that things can feel hard, especially as a parent, and show self-compassion while you work through trickier feelings.

*The above information was provided by [www.nspcc.org.uk](https://www.nspcc.org.uk)*

## FUNDRAISING TEA TOWELS

Our fundraising tea towels are on sale at the school office. There is a tea towel for Keystage 1 and Keystage 2. All the children in school have drawn a self portrait of themselves and we have had them printed onto tea towels. It is a lovely memory of their time in primary school for you and your child to look back on in years to come. The cost is £5.00 per tea towel and you can purchase one at the school office.

Example Keystage 1 Tea Towel



Example Keystage 2 Tea Towel





### STAFFING UPDATES



Mrs Watt will be teaching our Year 2 class on Thursdays and Fridays each week, starting from January 2026. She has already met the children and has taught them on a number of occasions. The children have made her feel very welcome, and we are very pleased she has joined our school.

### VISITORS COMMENTS

*"From the moment we arrived, everyone was so friendly and welcoming and there was such a warm, positive atmosphere throughout. The children were an absolute joy — it was a true pleasure to perform alongside them. Thank you West Green Primary for a thoroughly enjoyable afternoon."*

**Tash - Founder & Director of Stage To School Theatre in Education.**



We will keep you updated on any new staff as and when they arrive. You can find information on school jobs that are currently available by visiting: [www.westsussex.gov.uk/jobs/school-jobs/](http://www.westsussex.gov.uk/jobs/school-jobs/)  
You can then type in the location where you are searching for jobs, i.e. Crawley, Horsham etc.

## EDUCATIONAL RESOURCES

There are many free educational resources available for parents and children. Here are a few that you may find of interest. If you know of any that are not listed below, and feel they would be beneficial to parents and/or children, then please let the school know.

- <https://learnenglish.britishcouncil.org/> - Learn English, songs, and stories.
- <https://www.phonicsplay.co.uk/> - Good site with some free phonics games.
- <https://www.funwithspot.com/> - Try creating your own spot story.
- <http://www.crickweb.co.uk/> - Lots of maths and literacy games.
- <https://www.topmarks.co.uk/> - Games of varying quality to support different areas of learning.
- <https://www.bbc.co.uk/bitesize> - Great learning resources.
- <https://www.oxfordowl.co.uk/> - Interactive books and reading resources to share with children.
- <https://urbrainy.com/> - The 'Daily Challenge' covers maths, mental arithmetic skills for all primary schools
- <https://ictgames.com/> - Great numeracy and literacy resources.





## **SUPPORTING OUR LOCAL COMMUNITY**

### **CRAWLEY SIGNAL BOX (BRIGHTON ROAD)**

Many of you may have noticed the old railway signal box by the railway crossing at the end of Brighton Road. They often have open days where you can have a look around the signal box. It really is an interesting piece of our Crawley history and is well worth a look. It is a great experience for children (especially if you happen to be in the signal box when a train is going past). Their next open days will be listed in the next newsletter as they are having a well deserved Christmas break. The signal box is only kept open and in such good condition due to the volunteers who give up their time to preserve it's history, so your support would be greatly appreciated. It's a lovely opportunity to make a memory with your child.



### **TEN LITTLE TOES BABY BANK**

We try to support Ten Little Toes Baby Bank when we can. They work very hard to make sure every growing family gets off to a good start. The support they give parents, carers and children is invaluable. If you are ever in a position to make a donation to them you can find out what donations would be of use by having a look on their website.

If you are ever in need and would like to ask Ten Little Toes Baby Bank for help, you can contact them in one of the following ways:-

Website: [www.tenlittletoesbabybank.org](http://www.tenlittletoesbabybank.org)

Facebook: [www.facebook.com/tenlittletoesbabybank](https://www.facebook.com/tenlittletoesbabybank)

Instagram: @tenlittletoes\_babybank

TikTok: @tenlittletoes\_babybank

### **JUNIOR PARK RUN AT TILGATE**

Tilgate junior parkrun is a FREE 2km event for juniors of all standards, which takes place every Sunday at 9:00am in Tilgate Park,

It offers an opportunity for all the family to get involved and come together on a regular basis to enjoy Tilgate Park. They want to encourage people to run, walk, volunteer and be together irrespective of their ability.

Taking part is easy – just register in advance before your first ever parkrun. Your individual barcode can then be used for this weekly 2k event, or on any of the weekly 5k parkruns around the country.

It is a free event but Park Run ask you to please register at <https://www.parkrun.org.uk/tilgate-juniors/> before you first come along. You only need to register with Park Run once.



## **COST OF LIVING CRISIS — WHERE TO FIND HELP IF YOU NEED IT**

### **turn2us**

This website is designed to help you find out if you are able to get help with your energy bills. There are many grants out there you may not know about. Some energy suppliers have their own grant scheme in place. You can ask your supplier if they have a scheme, and what the criteria is for claiming a grant. Turn2us also has other useful links in relation to other household bills e.g. water bills. To search for grants that you may be eligible for, you can use an easy tool on <https://www.turn2us.org.uk>. Tel: 0808 802 2000

### **StepChange Debt Charity**

If you are worried about any debt, you can contact the StepChange Debt Charity for free advice on <https://www.stepchange.org>. Tel: 0800 138 1111

### **Food Banks in Crawley**

There are a number of food banks in Crawley, if you do a web search you should be able to find some details. Listed below are some contact details to help get you started:

Freeshop - [info@freeshopcrawley.com](mailto:info@freeshopcrawley.com) - Tel: 07861 907133

Crawley Food Bank Partnership (they are The Easter Team and also Crawley Open House who are working together)

Tel The Easter Team: 07940 900948/Tel Crawley Open House: 01293 447702

### **Government and Local Council Resources**

The government have an online tool to help people check the benefits and financial support they might be able to apply for. You can check at:

[www.gov.uk/check-benefits-financial-support](http://www.gov.uk/check-benefits-financial-support) you can also find help at:

[www.crawley.gov.uk/moneyworries](http://www.crawley.gov.uk/moneyworries)

Your local council may be able to help you pay for things like:

- Energy and water bills;
- Food;
- Essential items such as clothes or even an oven.

This help is known as Welfare Assistance or the Household Support Fund. Each council runs its own scheme. The help they offer, and who can get it, varies. Ask your local council if they run one of these schemes. You do not have to be in receipt of benefits to get help from your local council. If you are in receipt of benefits, they will not be affected if you get help from one of these schemes. See below for information on the WSCC Community Hub.

### **COMMUNITY HUB**

WSCC have a community hub for anyone who may need help. You can request support from the Hub, including accessing the Household Support Fund, and where to get advice.

WSCC are focused on making sure they continue to support the most vulnerable people in our community.

If your request is urgent, for example, you are going to run out of food within the next two days, please phone [033 022 27980](tel:03302227980) so that they can make sure you get the help you need as quickly as possible.





### **CHANGE OF DETAILS**

If any of your contact details change (address, home phone, mobile etc), please inform the school office so they can update the school records accordingly.

### **MEDICATION**

From time to time we will sometimes administer paracetamol to a child if they are feeling unwell, but it is not necessary to send them home. The brand we use is Calpol paracetamol 6+ (so cannot be administered to anyone under 6 years old). For this to be administered to your child you will have needed to have signed a form giving your permission. We will always telephone you to get your permission before we administer any paracetamol, but without the signed consent form we cannot administer it in any event. This is also relevant for antihistamine's. We use Piriton, but only if the parent has provided written consent and also verbal consent just before it is administered. No child is allowed to carry their own medication in school. Please speak to the school office for further advice.

### **TRIM TRAIL AND TYRE TRAIL**

At the end of the school day it has been noted that parents are allowing their children to play on the trim trail outside the classrooms. If you do allow your child to use the trim trail (or tyres) at drop off/collection time it is **your responsibility** to ensure they use it safely. Please keep an eye on your children at all times during drop off/collection to/from school to ensure their safety.

### **UNIFORM**

You can order uniform with the school logo from: [www.myclothing.com](http://www.myclothing.com) or buy it without a logo from a local supermarket/shop.

### **MOBILE PHONES**

Please can you remind your child that if they bring a mobile phone to school with them, they must **not** use the phone whilst on the school premises. All phones must be turned off when your child has arrived at school, and handed to their class teacher. All phones will be returned at the end of the school day.

### **BIRTHDAYS AND TREATS**

We love birthdays, and we love celebrating them even more! If you provide sweets for a class in order to celebrate your child's birthday, we would ask that you ensure they are individually wrapped, nut free and, if possible, vegetarian. This will mean all of your child's classmates can celebrate their birthday with them. We are not able to hand out any cakes or sweets that are homemade.

Also, from time to time throughout the school year, we will give out sweet treats to children. We will ensure we always meet a child's dietary requirements. **Please inform the school if you do not want your child to be given any sweet treats.**

### **ASTHMA INHALERS/AUTO INJECTORS**

If we hold an asthma inhaler or auto injector for your child, when that item is out of date we will contact you and ask you to provide us ones that are in date. **Please make sure that you provide us in date items as a matter of priority. It is for your child's safety and must be acted upon immediately.**

### **FILMS AT CHRISTMAS AND EASTER (AND THROUGHOUT THE SCHOOL YEAR)**

Mainly at Christmas and Easter time we will sometimes arrange for the children to watch a film as an end of term treat. The films will either be a 'U' or 'PG' certificate. We would never show a film that we judged to be inappropriate. **However, if you do not wish your child to watch a 'PG' certificate film then please let the school office know so that a different film can be chosen for your child's class to watch.**

### **NO NUTS REMINDER**

Please remember that we are a 'No Nuts' school. This means that no food brought into school by either children or staff should contain nuts. This includes Nutella (there are other alternative chocolate spreads available that do not contain nuts).

### **FIRST AID**

We have trained First Aid staff at our school setting. If you do not wish for your child to receive First Aid (non emergency) then the onus is on you as a parent/carer to inform the school of your decision.



**Chartwells**  
Schools

**Thursday 15<sup>th</sup> January**

**School Lunch - Census Day**

**MAINS**

**Beef Burger  
Veggie Nuggets**

**SIDES**

**Chips, Sweetcorn, Salad**

**DESSERT**

**Jam Sponge and Custard**

**Order on ParentPay.com by  
Thursday 1<sup>st</sup> January**

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





## Early years food choking hazards

Below is a table of advice on key foods for care givers who are involved with preparing and serving food for babies and young children (under 5 years old)

Vegetable and fruits	Advice
Pips or stones in fruit	Always check beforehand and remove hard pips or stones from fruit.
Small fruits	Cut small round fruits like grapes, cherries, berries, strawberries and cherry tomatoes, into small pieces: cut lengthways and then again cut them in halves (quarters).
Large fruits and firm fruits	Cut large fruits like melon and firm fruits like apple into slices instead of small chunks. For very young children, consider grating or mashing firm fruits, or softening them up by steaming or simmering.
Vegetables	Cut vegetables like carrots, cucumber and celery into narrow batons. For very young children consider grating or mashing firm vegetables and legumes like butter beans, chickpeas and tofu, or softening them up by steaming or simmering.
Skin on fruit and vegetables	Consider removing the skin from fruit and vegetables, especially for very young children. Peeled fruit and vegetables can be swallowed more easily.
Cooking fruit and vegetables	Consider softening firm fruit and vegetables (such as carrots, broccoli, yam and apples) by steaming or simmering until soft. Serve cut into slices or narrow batons.
Meat and fish	Advice
Sausages and hot dogs	Cut sausages and hot dogs into short strips. Cut them in half and then lengthways or as thinly as possible. Peeling the skin off the sausages helps them to be swallowed more easily.
Meat or fish	Remove bones from meat or fish. Cut meat into strips as thinly as possible. Remove skin and fat from meat and fish, it will help the food pass smoothly down the throat.
Cheese	Advice
Grate or cut cheese	Grate or cut cheese into short strips. Cut lumps of cheese as narrow as possible.
Nuts and seeds	Advice
Chop or flake whole nuts	Chop or flake whole nuts, peanuts and seeds. Whole nuts should not be given to children under five years old.
Bread	Advice
White bread and other breads	White bread can form a ball shape with a dough-like texture at the back of a child's throat, if not chewed properly. Brown bread or toasted white bread are good alternatives. Cut bread, chapatis, naan bread and other breads into narrow strips.
Snacks and other foods	Advice
Popcorn	Do not give babies and young children popcorn.
Chewing gum and marshmallows	Do not give babies and young children chewing gum or marshmallows.
Peanut butter	Do not give babies and young children peanut butter on its own, only use as a spread.
Jelly cubes	Do not give babies and young children raw jelly cubes.
Boiled sweets and ice cubes	Do not give babies and young children boiled, hard, gooey, sticky or cough sweets, or ice cubes.
Raisins and other dried fruits	Do not give babies under the age of 1 whole raisins or dried fruits. Cut them into small pieces.

Make sure food is prepared appropriately for children under 5 years old, see: <https://www.nhs.uk/start4life/weaning/>

It is also advisable that care givers are familiar with how to respond to a choking incident, see: How to stop a child from choking: <https://www.nhs.uk/conditions/baby/first-aid-and-safety/first-aid/how-to-stop-a-child-from-choking/> and How to resuscitate a child: <https://www.nhs.uk/conditions/baby/first-aid-and-safety/first-aid/how-to-resuscitate-a-child/>



# Play tennis at Crawley Parks Tennis this Christmas

**This Christmas, why not hit the courts at Maidenbower, Southgate, and West Green Park? It's the perfect way to stay active and have fun!**

An annual household season ticket covering all courts costs Crawley residents usually costs just **£48.20 for the year per household**. A household season ticket covers up to five people and can be used for a maximum of five hours of tennis per week and a maximum of two hours of tennis per day.

Or Pay and Play sessions on our award winning courts costs usually from just £4. An additional fee of £2.10 for members or £4.30 for non-members will be payable for the use of floodlights at West Green Park.


## Where to play

Here are the Crawley Parks Tennis venues where you can play:


### Maidenbower Park

 Maidenbower Drive, Crawley RH10 7HG

### Southgate Park

 Southgate Avenue, Crawley RH10 6HG

### West Green Park

 Ifield Avenue, West Green, Crawley RH11 7AJ

## Free tennis programmes

Free, social tennis sessions. You can sign up to a session at **West Green Park** – no matter your age, background or ability – and play tennis for free on select Saturdays at 11am.

- any child can attend Free Park Tennis
- under 12 need to be accompanied throughout the session by an adult
- 13+ can come on their own but should be picked up and dropped off by an adult

See: [clubspark.lta.org.uk/westgreen/coaching](https://clubspark.lta.org.uk/westgreen/coaching)

**New sessions starting in 2026.**



clubspark

crawley wellbeing





**Play at  
Crawley  
Parks Tennis  
today!**

# Let's ace 2026

## **Offer one: Pay and Play – discount special!**

Smash your way into 2026 with 50 per cent off Pay and Play sessions at our award-winning courts from 22 December and throughout January. Sessions from just £2 per game!\*

**No strings attached, just rackets and fun!**

## **Offer two: Annual Household Season Ticket (January special)**

**Looking for unbeatable value?**  
Sign up this January for just £45 and enjoy a whole year of court access – plus a free set of four Wilson Championship tennis balls! It's a deal that's truly ace.\*\*

\* Additional fees apply for floodlit courts at West Green.

\*\* Once your membership is set up, you will be contacted to arrange collection of your tennis balls from K2 Crawley – Offer applies to new members only.

Pay and play promotion runs from 22 December 2025 to 31 January 2026

Annual household season ticket promotion runs from 1 January 2025 to 31 January 2026

*crawley wellbeing*





# FREE Language Cafes in Crawley

**Come along and learn English, make friends and enjoy a cup of tea or coffee!**

**Address: Broadfield Community Centre,  
RH11 9BA**

**Every Thursday from  
12:45pm to 3:15pm**



**Want to find  
out more?**

**[www.advicewestsussex.org.uk](http://www.advicewestsussex.org.uk)**

**If you have questions, you  
can email us at:  
[community.engagement@  
westsussexcab.org.uk](mailto:community.engagement@westsussexcab.org.uk)**



**in West Sussex  
North South East**

**[www.advicewestsussex.org.uk](http://www.advicewestsussex.org.uk)**