

# Southampton Special Purpose Workshop

[www.sspw.co.uk](http://www.sspw.co.uk) [specialpw@sspw.co.uk](mailto:specialpw@sspw.co.uk)



*Meeting Friday 1<sup>st</sup> November 2019*



*Next Meeting Monday 6<sup>th</sup> January 2020*

1. Today's meeting was chaired by Nick P
2. Please be ready for the drivers in the morning. On a few occasions the driver has arrived and people have been in the bath, in bed, still eating breakfast etc, SSPW drivers will wait for a maximum of 5 minutes after that home carers / parents will need to arrange transport to sspw.
3. SSPW has brought a new camera, this will be in the office. If anyone would like to use it just ask a member of staff.
4. Recreational drugs are not to be used at sspw, If anyone is caught using they will be sent off site. Also if the driver believes a service user is under the influence of drugs or alcohol they will be refused transport to sspw.
5. Currently there are major road works around the city and this is resulting in delays for the drivers. Our drivers leave home around 7.45/8.00, Please be ready for 8.15 pick-up. Drivers and routes change so please be ready.
6. Lots of trip suggestions, see trip list.
7. Lots of coughs and colds going around. If you have a one and it is possible please stay home and recover, to prevent spreading.
8. Sspw rota's and drive rota's are planned a week in advance so to minimise disruption please let us know of any appointments asap.
9. Only text or call staff in the evenings or weekends if it is important.
10. We advise not to bring expensive and personal items into sspw. If you do they are at your own responsibility.
11. Request for new glue sticks
12. 1<sup>st</sup> user meeting for Luke and Ed. Welcome.
13. Please let us know if you have holidays and respite booked.
14. If you do not wish to attend on the 23<sup>rd</sup>/24<sup>th</sup> December please let me know.
15. Message to smokers, Bring your own cigarettes in and do not ask or hassle other service users.
16. Reminder cleaning up starts at 3.15 for 15 minutes each day. If you support a client at sspw and are finishing at 3.30 please help to clean up at 3.15. If you finish prior to this clear away your own tools and clean the work space you have been using.
17. Christmas lunch week 16<sup>th</sup> – 20<sup>th</sup> December, Family and Friends welcome. Please let me know before Wednesday 11<sup>th</sup> December if you will be joining us.
18. Unfortunately due to flooding and heavy traffic the Army flying museum trip has been postponed to Thursday 14<sup>th</sup> November.

## Closure Dates

**25<sup>th</sup> 26<sup>th</sup> 27<sup>th</sup>**

**30<sup>th</sup> & 31<sup>st</sup> December 2019**

**1<sup>st</sup> January 2020**

## Contact Numbers

**Workshop 023 80338452**

**Shop 023 80438021 Jim 07958395888 Sean 07780525954**

# SSPW Trips Out

**All trips must be pre booked and paid for in advance!!**

We still have chip shop lunch every Thursday!!!

Thursday 14<sup>th</sup> November      Army flying museum- rearranged **FULL**

Tuesday 19<sup>th</sup> November      Fort Nelson      Free     

Monday 25<sup>th</sup> November      Winchester Christmas Market  
Weather permitting      Free     

Wednesday 4<sup>th</sup> December      Winchester Christmas Market  
Weather permitting      Free     

Tuesday 10<sup>th</sup> December      Titanic talk at sea city      Free     

Thursday 12<sup>th</sup> December      Brighton Sealife  
**Maybe Back Late**      £10.00     

**16<sup>th</sup> December – 20<sup>th</sup> December Lunch week.**

Family and Carers welcome to join us please let me know,  
Menu will be posted on the notice board in top canteen closer to the date

Friday 10<sup>th</sup> January      Lunch at boat house café Woolston      PFO     

Name.....      Total Enclosed £.....

Trips can be booked via e-mail, phone or by returning this page.

**Some trips are limited and are on a 1<sup>st</sup> to book basis.**

PFO = Pay For Own