

# Newsletter 08.01.2021

## Issue 13

### Message from Mr Inglis, Head of School

I hope you remain safe and well. It's been a strange but familiar week in school, in many ways a flashback to the days of April and May last year. The pupils who have attended school have worked and applied themselves perfectly, receiving face to face te aching from staff in each subject, all of whom have been in school preparing videos and engaging in staff training. In the next week, we will move to a fully blended remote learning provision; a combination of live teaching via MS Teams, pre-recorded explanations and demonstrations, and set assignment and tasks set via the VLE. Further details will follow during the course of next week.

In other news, Mrs Sanders and the team have been busy receiving NHS training and preparing the Covid Testing Site. On Thursday, the first few tests were successfully conducted with staff, all testing negative. From next week, a full programme of weekly testing for staff will be implemented, the offer extending to pupils onsite the following week. I will emphasise to parents again that testing is completely voluntary, only with parental consent and is 'self-swab' test. Again, full information will be sent to parents over the coming days.

The vast majority of parents/carers will by now, have received their first 'Keeping in Touch' call. Whilst we aim to be in touch with families regularly, if you do have any questions or concerns in the meantime, please do not hesitate to contact the school, either via email or phone during opening hours. The staff contact list is available on the main website page as emailing the member of staff directly, is the best way to get in contact.

Finally, we welcome two new experts to the staff team. I'm sure you will join me in welcoming Mrs Grove, Assistant Head Teacher and English Specialist, and Mrs Hussain, Specialist Leader of Education in Mathematics. Both are highly experienced teachers and will be instrumental in driving improvement in teaching going forward, regardless of the constraints of the current global situation.

# Introducing our new staff

### Mrs Grove - Assistant Headteacher

Hello, I'm Mrs Grove and I'm absolutely thrilled to be joining Turves Green Boys' School as a new Assistant Headteacher. Of course, the school and the local community are familiar to me as I'm joining this school after 7 years as Head of English at Turves Green Girls' School.

I've been teaching for 18 years in schools across Birmingham and I'm a Specialist Leader of Education for English. I'm really excited to be working with the dedicated and talented staff and pupils here at Turves Green Boys' School

### Mrs Hussain - Specialist Leader of Education for Maths

Hi, I'm Mrs Hussain and I am very happy to be joining the Turves Green Boys' as a Specialist Leader of Education for Maths. I been teaching for 12 years and also worked as Lead practitioner at Harborne Academy. I am really excited to be working with the brilliant staff and pupils at Turves Green Boys' School

# Free School Meals

### Free School Meals Provision during the Lockdown

During Boris Johnson's announcement of the nationwide lockdown and the closure of schools, he confirmed that free school meal provision will continue during this time. Details on how this will be implemented have not yet been made clear to schools, however we will keep families updated regularly on the matter and will inform you of any news via parentmail as soon as we receive it.

If you do not have parentmail and would like to set this up, please contact S.Murphy at s.murphy@tgbs,co,uk

In the meantime, food parcels are available for all pupils who are eligible for Free School Meals. Food parcels cover the cost of Free School Meals for two weeks and can be collected from the main school reception. If your son is entitled to Free School Meals and you wish to order a food parcel, please email j.woods@tgbs.co.uk

### **Support with ICT Provision**

If your son is, or has been eligible for Free School Meals in the past 6 years, and does not have a device to access the online curriculum, please email j. woods@tgbs.co.uk to request support with this.

### Increasing Data Allowances for Disadvantaged Children

Schools can now help disadvantaged children get online using free mobile data increases or 4G wireless routers provided by the Department for Education. You can request this support for children and young people who meet all 3 of these criteria:

- do not have fixed broadband at home
- cannot afford additional data for their devices

• are experiencing disruption to their face-to-face education

Children with access to a mobile phone on one of the following networks might be able to benefit:

- Three
- SMARTY
- Virgin Mobile
- EE
- Tesco Mobile
- Sky Mobile
- 02

For further information, please visit: <u>https://get-help-with-tech.education.gov.uk/guide-to-</u> <u>collecting-mobile-information</u>

If you feel you are eligible for this scheme, please contact Miss Woods j.woods@tgbs.co.uk

### **Creating a Hotspot**

Did you know you can share your mobile/4G data tariff if your devices support it to allow a Wi-Fi connection from a laptop or tablet from your mobile device.

How to set up a Personal Hotspot on your iPhone or iPad <u>https://support.apple.com/en-us/HT204023</u>

Share a mobile connection by hotspot or tethering on Android https://support.google.com/android/answer/9059108?hl=en

# Parents in Partnership

### PIP: Parents in Partnership - Mrs Oshodi

With the sad, yet inevitable announcement that we are now in a third National lockdown, we know that many of our pupils and parents will be facing difficulties. At Turves Green Boys' School, through the PIP Programme, we are here to help in any way that we can.

With the majority of children now forced to stay at home and work online, it is very common for unusual behaviours to unfold. Some children may become very quiet and melancholy and that's normal. Others may become very loud and angry. That's normal too. Some children may become frustrated and refuse to do their school work, whilst others may become absorbed by it and paranoid that they are under performing. All of this can be normal behaviour, but nonetheless, worrying for a parent.

As a mother of three school age children, most people assume that as a teacher, I would find home schooling easy. I have found it incredibly difficult to juggle work and home schooling three young children whilst keeping my sanity this year. Being a parent under the current circumstances is incredibly challenging and that's why we would like to direct you to our Parents in Partnership page <u>https://web-tgbs.wixsite.com/tgbs/pip</u>. Whether you would like advice or strategies to deal with

Covid-related Anxiety, Mental Health issues, loneliness, bereavement, anger and challenging behaviour or many more, Parents in Partnership can help.

# PIP Parents in Partnership: Supporting your son with the news that GCSE exams have been cancelled.

With Monday's announcement that GCSE and A Level Exams would be cancelled this year, thousands of pupils up and down the country would have been feeling a real mixed bag of emotions. Please share the points below with your son if he is feeling uneasy about the cancellation of his exams, with the current uncertainty of what comes next. This information has been adapted from Young Minds <a href="https://youngminds.org.uk/blog/how-im-coping-with-exams-being-cancelled/">https://youngminds.org.uk/blog/how-im-coping-with-exams-being-cancelled/</a>, an excellent website for helping young people with any mental health concern.

### 1) However you feel right now is valid!

For some pupils this will be a great relief; the lead up to exams can be really stressful and cause a lot of <u>anxiety</u> for people. Some pupils may have been staying up all night to revise, which was taking a toll on their mental health. So for a lot of pupils, I am sure that this will be really beneficial, maybe even leaving them feeling happier and healthier, which is amazing! There is a lot of pressure on young people when it comes to excelling in exams, so many may breathe a sigh of relief.

However, the news may also have caused a lot of upset for people who might feel as though they have worked extremely hard over the last two years and this makes a lot of their sacrifices worthless. This is understandable, it must be incredibly frustrating that you will never get to know what you really would have achieved in the exams after all of that work.

There is far too much pressure on young people when it comes to excelling in exams and being taught that they are the 'be all and end all' of their futures, which simply isn't true.

### 2) Your hard work isn't wasted!

However you feel, it is important to remember that your hard work isn't wasted because the knowledge that you learnt is still so valuable. Education was never introduced to test young people, it was to build transferable skills and acquire knowledge and you've done that, possibly without even realising! You should still be so proud of how far you have come over the last couple of years and celebrate your achievements. Don't put yourself down because you didn't get to the exam hall to 'prove yourself'. This situation doesn't make you or your results worth any less.

### 3) Grades do not define you!

Your wellbeing is always the most important thing to take care of, particularly at times like this. It is okay to be upset now but remember that we're all in this together, and there are always going to be people who will listen and who you can talk to.

If you are struggling, please let the school know. Additionally, there are many places to visit for free advice and support including:

Provides free, 24/7 crisis support across the UK if you are experiencing a mental health

crisis

If you need urgent help text YM to 85258

• All texts are answered by trained volunteers, with support from experienced clinical supervisors

• Texts are free from EE, O2, Vodafone, 3, Virgin Mobile, BT Mobile, GiffGaff, Tesco Mobile and Telecom Plus.

### **ChildLine**

• Comforts, advises and protects children 24 hours a day and offers free confidential counselling.

Phone 0800 1111 (24 hours)

Chat 1-2-1 with a counsellor online

# Mental Health & Wellbeing

### Mental Health & Wellbeing - Miss Boyce

As we are at the beginning of another lockdown the Mental Health and Wellbeing of all of our pupils and families are of paramount importance to us.

### Questionnaire

You will have received a link to complete an online survey regarding your son's Wellbeing. Please encourage your son to complete this if he hasn't already, as this will give us vital information to enable us to provide additional support to those who need it.

### **60 DAILY TASKS**

Have a look at the 60 daily tasks on our website, it is a really good way to motivate your son and to focus on some of the activities. Feel free to send me some feedback or photos of you as a family completing some of the tasks

We have lots of information on the website with telephone numbers of support groups that are available. Check out the "*Parents in Partnership*" Section which has information and guidance on almost every aspect of your son's life, or if you just want to talk to us at school about your concerns, please do not hesitate to contact me at <u>t.boyce@tgbs.co.uk</u> or ring the school number 0121 483 2890.

This website from the NHS offers expert advice and practical tips to help you look after your child's mental health and wellbeing as well as the rest of the family. <u>https://www.nhs.uk/oneyou/every-mind-matters/</u>

### The Benefits of Physical Activity

Physical activity can help raise our self-esteem and positively change our mood. We know that doing exercise releases chemicals in our brain that help with mood, stress relief, and is a way to keep us focused when it feels as though our mind is racing around. Physical activity can also give us a sense

of achievement. For example, if you start using a skipping rope, with time and practice you might be able to do special tricks. Think of some new activities you can try out to make your time of physical activity more fun.

# Mr Ditta has kindly agreed to produce some short videos with exercise ideas, so watch out for those from next week !

## SEND

How to help your son with staying at home during lockdown - Miss Chetwynd

If you're struggling to keep your teenager in the house and sticking to lockdown rules, know that you're definitely not alone.

Teenage brains work differently than adult brains. Developing independence and freedom is one of the central parts of being a teenager, and at the same time they're also relying on the impulse areas of their brains rather than the decision-making areas of their brains. Combined, that means they are much more focused on living for today, having fun, testing boundaries and exploring their identity then they are following rules. It's completely normal that they focus on these things, and begins to explain why they might find lockdown so hard.

The main reasons that they might be struggling with lockdown are:

**Missing social contact** – Imagine seeing your friends every day and then suddenly not being able to spend time with the people that closest to you

**Missing peer support** – Because young people are more likely to talk about their problems with other young people, they may feel like their support network has been taken away

**Lack of personal space** – Young people with younger siblings might feel relied upon to pick up some of the caring duties and keep younger children occupied, which can make teenagers feel stuck with no personal space

**Getting away from family arguments** – The stress of lock down is tough for parents as well, who may be feeling more stressed or arguing more. This may increase young people's need to get out of the house

**Too much focus on school work** – As well as lessons, at school teenagers also have time to run around, be creative, hang out with their friends, laugh and joke with teachers. All of the things that make school enjoyable, fun and engaging are not there when they're schooled from home. Letting your teenager have regular fun breaks and enabling them to connect with friends will help.

**Missing out** – It's hard to comply if other young people are breaking the rules and meeting up. The summer is what they have been waiting for: the end of school, their prom, long weeks of freedom. Having all of it cancelled and having nothing to replace it can be really difficult for them to accept.

**Not affected** – Young people may feel like COVID-19 isn't going to affect them. They are young and not likely to get seriously ill, so it's hard to understand the wider societal impacts that breaking the lockdown rules might have.

**Feeling anxious and stressed** – Everyone's mental health will be affected by changes in routine, sleep, exercise, food patterns and more, and teenagers may be leaving the house to stop themselves lashing out or getting upset.

### Things that might help

Each child is an individual and it's important that you listen to the things they are struggling with the most and adapt things within the home to help them manage their responses.

Things that may help include:

**Check in regularly to see how they are doing** – Intervening early is important. When the situation and relationship gets to a certain level of stress, it can be much harder to decompress

**Go for a walk together** – Getting outside of the house together is a good way to get the active, as well as connecting with them, or just being quiet together

**Help them keep in touch** – Organise, or help them to organise, closed social media groups for those people teenagers are closest to

**Stay calm when talking about COVID-19** – Explain the dangers of COVID-19 calmly and without sensationalising it. Remind them that there are trustworthy news sources and not to spend too much time researching.

# **Outstanding Work**

Dear Prime Minister,

My views on the fishing industry is very mixed, fish farms are well and they work and function fine and keep the salmons healthy and ready for people to eat. On the other hand, the other animals who are caught and eat by humans are in very bad condition and need saving e.g. Shrimps are endangered and ate too frequently that they are losing a lot of their species around the world. I think you need to stop this before it is too late and our fish species decrease massively. Also I have some alternatives to the fish which are eat most commonly. Example. Instead of Shrimps we eat clams they are very high in protein and there are a lot more in the sea than shrimps.

Yours sincerely

Oscar Shipp

10 Freshwater fish Neon Tetra Gupples Molies Betta Fish Goldfish Angelfish Golden Dwarf Barbs Rainbowfish Zebra Danios Platies

10 Saltwater Fish Green Chromis Blue Devil Damselfish Domino Damselfish Common Clownfish Yellowatal Damselfish Four Stripe Damselfish Four Stripe Damselfish Fure Plant Azure Damselfish FireFish Banggal Cardinalfish

### 10 ShellFish

Oyster Shrimp Crab Mussle Mussie Scalop Prawn CrayFish Langoustine Clam Gastropod

Fish to avoid Shrimps; they are losing population and there are better alternatives. Tuna; better alternatives to eat. Salmon; losing population and better alternatives. Cod; eat better alternatives.

The problem is the enimals are getting eaten too much and they are losing sea marine population.

### Year 8 Assessment on Fish - Oscar Shipp

Name the three main types of fish Sea water fish Shell fish Fresh fish

# Fish can also be categorised by being oily, white, or as a description

oily herring salmon mackerel sardines flat white cod haddock colley whiting round white plaice turbot halibut sole molluscs oyster' scallop's cockle's mussels crustaceans. crab lobster prawn's shrimps

# Choose the correct word from the options given to complete the following sentences

Without poached high covered sea canned

1. Fish is a high risk food

- 2. Fish should be covered and stored in the fridge
- A lot of fish is frozen at sea
   Hot smoked fish can be eaten without cooking
- Oily fish can be canned in brine or tomato sauce
   Fish can be steamed or poached without a coating

Dear Mr Johnson,

I am writing to you to tell you that I am disgusted with the Fishing Industry. It is unacceptable of how many fish are being killed.

The Fishing Industry are overfishing. This means that they are killing too many fish each year. The amount of fish each year that they kill is the equivalent to the whole human weight of China. This is appalling!

Species are going down in numbers each year. This means that some species may become extinct and never seen again. There used to be plenty of fish in the sea until after World War 2, which is when species of fish started to decrease in numbers. There was a sudden spike of fish becoming food on human's plates during the period of 1945 up until now.

Fish farms are keeping hold of fish unacceptably. Fish are supposed to roam around freely in the ocean, but instead they are being held in cages where they can't roam unless they want to move 5 metres forward. This is animal cruelty and should not be tolerated. Fish farms need to stop holding fish captive and let them go.

I hope you understand what I mean and consider eradicating fish farms.

Yours sincerely

Ashley Dunmore

# What our pupils have been up to this week









## Curriculum

### A Guide to the VLE

### **Frequently Asked Questions**



Here ds.1 find the online work? Go to the main school website <u>www.tgbs.cs.uk</u> and scroll down the main page about halfway, until you see a button that looks the this.

Click on it and you will see a page with lots of different subjects, your som needs, to choose his subject and types group and you will see weekly folders with work, in them dated the Monday of each week. To make life eaclor, we have removed all of the passwords to you don't need to log in.

When the power is the tweet in the begin. When you are a seen of the tweet in the tweet is tweet is the tweet is tweet is the tweet is tweet i contain past exam papers.

INNet in the Assessed Task will be set once per week by each subject. This is our way of checking how much your son has understood from his topics and where we might need to re-explain things. It also tells us who is engaging with the online work and who might need support. It is not an exam, it is more like a learning check the same as we might do during a lesson.

AV of the worksheets are FDE's, how can't edit sheet? Following parent feedback during the last lockdown, we saved all of our worksheets and powerpoints: as PDEs because they can be opened on any device whereas many home laptops do not have MS Word on them. To edit them, simply download the worksheet and 'Save As-MS Word'. If this is not possible, many boys chose to handwrite their work or write it on a blank Word document.

An Jespected to print all the worksheets? Jobs? These a printer. No, most students do not have access to a printer so there is no expectation that the sheets are printed unless you want to.

) work during the day and so my son corner pleaser complete the leasons during school hours, is

Loost Juring the day, and an my see constitutions and an analysis of the second second

In an ideal world, have much work should my sam be doing? Ideally, your son should complete a minimum of five school leasons per day including any assessed tasks. The government recommends four to five hours per day.

th been a wive since I was in school and fine stack tool What do I do I do If my sam neeth help? Almost all home schooling parents have been in this boat at one time or another, It is difficult. If you are stuck on a particular subject, your son can errail his class teacher for help. Alternatively you can email Mis Oshool <u>a oshool diffube couls</u> and she will forward your query onto the right member of staff. If your query is technical please contact Mr Khan on the main school number or at <u>isknan@https.cou.uk</u>. All staff email addresses can be found on the VLE.



My son werns to finish all of his work really fast, is there arething extra he could by you want/heed more work you will find a button of the TG8S homepage (next to the VLE button) which says 'Additional Learning Links'. There are a host of fantastic resources you can access on there. In Year 10 and 11, each subject folder also contains gast exam papers, mark schemes and revision. Your son can also directly ernall his teachers.

What is the National Oak Academy/ The National Oak Academy have set up a series of outstanding lessons that follow the national carriculum. These can be accessed without a paisword and provide videos and online quizzes on all curriculum subjects. Click on the acom symbol on the VLE.

(a there any "Ove" teaching? At the moment, we do not teach live lessons due to the large number of students who have to share a divide with a parent or sibling and cannot complete the lessons in 'seal time. We do however upload pre-recorded videos and explanations over the powerpoint: to allow students to hear and see the explanation as though they are in a classroom. Our policy is constantly changing in response to parent feedback and this is something that may change in the future.

### How does my son hand his work in?

It depends which is easier for you. You can either complete all the work on paper or in an exercise book and hand it in when you return, take a photo of it and email it to your teacher or complete the work online [MS Wort] and email it to your teacher or Mrs Ochodi (<u>a.oshodi@tgbs.co.uk</u>). All the teacher email addresses can be found on the VLE in the subject folders. The most important task that you complete are the assessed tasks. These are the tasks that will be marked by your

# teacher and you will be given feedback on these.

Where core? access further support? Working online is very difficult for students, parents and staff. Sometimes things may become difficult and during the fast national lockdown, the country saw a huge increase in the number of people strugging with their mental health and children with behaviour problems. We have lots of information on our valuate order the PIP: Pearnts in Partnenship page <u>https://web. tpbs.wtvsite.com/tets/pip.</u> If you are worthed about your son at all, alease letthe school know and we will be able to help or point you in the direction of someone who can.

### **Science Factoids - Miss Mansell**

- 1. There's a volcano in Guatemala that erupts every hour. It's been doing so for over a century.
- 2. Peanuts aren't actually a true nut; they're a legume (in the same family as peas and lentils)
- 3. The country with the most tornadoes per square mile is ... the United Kingdom.
- 4. Buzz Aldrin and Neil Armstrong littered the moon's surface with over 100 pieces of rubbish.
- 5. One inch of rain is equal to 10 inches of snow

### **Food & Nutrition**





# Careers - If you can dream it, you can do it!

In these challenging circumstances, please be reassured that we will ensure that your son is well prepared for education, training and work beyond school. We will continue to provide Careers Education opportunities throughout the lockdown. Our Careers Adviser, Mr Tehan, will continue to meet (remotely) with our Year 11 pupils, who are preparing to make a huge transition in their education. We will continue to utilise the support of a range of agencies across the West Midlands, to make sure that all pupils are catered for. At present, we are arranging an opportunity with BMW to prepare our pupils to apply for an apprenticeship with this company and further information will follow about this. In this newsletter, you will see information from Mr Tehan about apprenticeship opportunities, which we will continue to update you about.

In the same way that we did during the previous lockdown, we will provide a range of meaningful careers based activities, so that your son continues to learn about the world of work. This week, the

focus is on Kudos, the website which is all about careers. In future weeks we will bring more information to you, including how we support our Year 10 pupils at this vital stage of their education. During last term, we helped pupils to think about their Personal Statement on their CVs. We have been informed that a college/university/employment interview question will be "What did you do during Lockdown?". We look forward to hearing more and more creative responses from our pupils!

If you have any questions about Careers Education, please don't hesitate to contact Mr Westwood at the school.

'Join Aimhigher Plus at our free **Transition from Year 11 Webinar** for **Parents and Carers** on **Tuesday 19th January (7:00-7:30pm)**. We'll be talking about how to support your son/daughter in choosing the right course and how to help with their college and sixth form applications. We'll also be discussing the main differences between Year 11 and college and how to support your son/daughter during this transition. We hope to see you there!'

Here is the registration link <u>https://www.surveymonkey.co.uk/r/parents\_carers\_college</u>

### **Important Dates:**

Mott MacDonald. Degree Apprenticeship Civil Engineering. Closing date 24th Jan 2021

BT. Cyber Security Degree Apprenticeship. Closing date 31st January 2021

JLR. Higher Manufacturing Apprenticeships. Closing 1st February 2021

BT. Advanced Apprenticeship Power Planning. Closing date 31st January 2021

Mott Macdonald. Advanced Apprenticeship. Closing date 24th January 2021

6th Form Colleges/FE Colleges will have virtual open events—check websites for details

### New Opportunities and Openings:

Amey Group Plc. Rail Degree Apprenticeships. Closing Date 12th Feb 2021
WSP UK Ltd. Civil Engineering Degree Apprenticeship Closing Date 30th April 2021
Greencore Food Ltd. Logistics Degree Apprenticeships. Closing Date 14th Feb 2021
Willis Towers Watson UK. Insurance Higher Apprenticeship. Closing Date 26th Feb 2021
Kennedys. Higher Legal Apprenticeship. Closing 28th Feb 2021
Mott MacDonald. Transport Planning Advanced Apprenticeship. Closing Date 24th Jan 2021
MGTS. Engineering Apprenticeships Advanced Level. Closing Date 28th February 2021
Rolls Royce PLC. Advanced Engineering Apprenticeship. Closing Date 26th February 2021
JLR. Advanced Apprenticeships Engineering/Manufacturing. Closing Date 28th February 2021
MAKEUK. Several Engineering opportunities. www.makeuk.org/futuremakers
For further information on these apprenticeships: www.getingorfar.gov.uk and

www.getmyfirstjob.co.uk

You will have to register with these websites.

### **Useful Websites:**

Exploring ideas, interests and skills

www.nationalcareersservicedirect.gov.uk

www.icould.com

www.bfi.org.uk - British Film Industry runs a national programme offering hands-on filmmaking.

Apprenticeships

www.apprenticeships.gov.uk

www.notgoingtouni.co.uk

**Higher Education** 

www.ucas.com

www.university.which.co.uk

www.whatuni.com

www.hecsu.ac.uk

Careers

You may remember that last term pupils in all year groups were given log in details to the website kudos.cascaid.co.uk

Whilst your son is working from home, we hope that this website will provide inspiration for your son to keep working hard and ensure that he achieves his ambitions in order to be ready for life beyond school.

Once on the website, the log-in details are as follows:

Username: Surname-Firstname

Password: Password1

When your son logs in for the first time, he will be asked to confirm his details. Your son has been automatically placed in a group, which is linked to the teacher who teaches him on Wednesday mornings. Your son does not need to change this.

This website is designed to help pupils explore their possible career directions and learn about their future options. You can access kudos on a range of devices, including laptops, tablets, mobile phones and PCs.

There are four main routes through Kudos which are divided into four starting points. These are:

- Take the test to find your perfect career
- Explore subjects

- Explore work areas
- Explore careers

You can answer the Likes and Dislikes questions to help Kudos give you a personalised list of career ideas you might like. This is referred to in Kudos as My Future.

You can click on a career title to view a summary, including a video (most careers have videos). You then have the option of selecting "Details" to discover more about the career.

You can explore work areas and subjects. For example, you might find career options available if you are interested in design, or if you plan to study applied sciences.

You may have a career in mind, which you could do further research on.

There are many further features, including a central area called "My Profile", which you can use to review your activities, as well as a CV Builder activity, which helps pupils to easily construct their CVs.

We have demonstrated Kudos to students during Form Time activities and we look forward to finding out how you get on with this website and will really appreciate your feedback. Please send emails to <u>m.westwood@tgbs.co.uk</u> to ask any questions.