

# ***Working with Words***

***Celebrating 10 years***



**1998 - 2008**



### Introduction from Ray Wilkinson, Chair of WwW

Dear Friends,

Working with Words is delighted to be having this celebration to recognise the work that we do and to thank you for being involved in our organisation. We provide training and development opportunities in social, office and IT skills for people with learning disabilities. Our aim is to train people to get the skills that will help them get a job and achieve their potential in life.

As an emerging Social Firm, we make information accessible for people with learning disabilities. You can imagine that in a world where people often complain of "information overload" and important messages can get lost, what we do is vital. Do please have a look at our list of clients to gain an idea of projects we have delivered.

It is a source of great frustration to us that despite government legislation and social pressure, people with learning disabilities are still excluded from mainstream life. Only one in ten people with learning disabilities has a paid job! Today you will hear from some of the people Working with Words has helped into work, and you will be able to see some of the work we have produced.

Thank you to everyone who has helped us to make this celebration possible.



**Ray Wilkinson**  
Chair of WwW

A stylized, handwritten signature in black ink, appearing to read 'Ray Wilkinson'. The signature is written in a cursive, flowing style with some loops and flourishes.

## Programme: 3 September 2008



**3.00** Welcome and introduction to guests



**3.10** The Mayor introduces WwW

**3.30** The training: how it has developed,  
what we do now



**3.35** Service users talking about their work  
and training

**3.45** Work for clients: the process



**3.50** Kalle Hough talking about the  
difference accessible information  
can make



**3.55** Video

**4.00** Vote of thanks (Chair)



**4.00** Tea and cakes

**4.30** Prize draw

**5.00** Finish

### **Some words from friends and supporters**

#### **Jennifer Parder Lennox, Lady in Waiting at Balmoral Castle**

“Her Majesty was most interested to hear of the services offered by this organisation, and pleased to learn that you will celebrate your tenth anniversary with a party on 3rd September.

The Queen is glad to know of the valuable contribution made in your local community by Working with Words, and hopes that the anniversary party will be a very happy occasion for you and all your guests.

Her Majesty sends her congratulations and good wishes to all of you.”

#### **Nick Raynsford, MP for Greenwich and Woolwich**

“Many congratulations to all those who have contributed to the past 10 years’ achievements of Working with Words. Working with Words has made a real difference to many people’s lives and its 10<sup>th</sup> anniversary is an occasion for real celebration.”

## **Angela John, writer and Patron of Working with Words**

"I spend my time writing about people in History. I'm working with words and, in many ways, living in the past! Working with Words is very much about the present and future. Its appeal is that it not only trains people with learning difficulties to acquire many different skills with words but it also helps other organisations to think more carefully about how they communicate, encouraging them to use words wisely.



**Angela John**  
A Patron of WwW

So there's a lot to celebrate in this anniversary year. I wish you a wonderful way ahead. Happy Tenth Birthday!"

## **Councillor Paul Webbewood, Middle Park and Sutcliffe Ward**

"Can I send my best wishes for the success of the event and for the next ten years."



**Felicity Kerridge**  
Trustee



**Dennis Cosker**  
Service user



**Rowena Harding**  
Staff

## About Working with Words

Working with Words Ltd (WwW) is a registered charity (1075001), and was made into a Company on 14<sup>th</sup> May 1998 (03564550).

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Woolwich SE18 5AR

Phone: 020 8855 6644

Fax: 020 8855 3393

Email: [info@workingwithwords.org](mailto:info@workingwithwords.org)

Website: <http://www.workingwithwords.org>

The objects of the Company are:

- 1 To provide education and training for people with learning difficulties which could help them find a job.
- 2 To help people develop their office, computer and social skills in a work setting.
- 3 To tell people about the information needs of people with learning difficulties to help them take part in the community.



**Marc Whitmore**  
Trustee



**Debbie Hosten**  
Service user



**Keith Aubrey**  
Staff member

## More about us

- We make information accessible to people with learning difficulties.
- We are an emerging social firm, taking on contracts for making information accessible in a range of formats including websites, audio and written material.
- Our service-users are involved in this work.
- We are also trainers - we train people with learning difficulties in office, multi-media and other skills to help them get a job.



Jayne training service-users how to use the computer

## People

In the last 10 years:

**138** people with learning difficulties have received training. A number of these people have got jobs.

**17** people have given their time as **Trustees**

**20** people have given their time as **volunteers**

**13** people have been **employed**

### History of Working with Words

The idea for setting up the organisation came from the members of **Voice in Greenwich**, a self advocacy organisation.



**Jimmy Proudlock,**  
Coordinator of Voice in  
1998

We became a Company in May 1998, and registered as a Charity in April 1999. The project was set up as part of the Millennium Project funded by the **European Social Fund**. From the beginning, we have worked with Greenwich Council to offer training to service users.



**Phil Coombs**  
First manager of WwW

In 2001 we received a grant from the **Community Fund** to develop our work and bring young people from local schools and colleges into the organisation. We got further money from the European Social Fund for our training in the '**Time to Pass Go**' Project in 2002.

In 2003 we received funding from the **European Year of Disabled People** to develop **Count Us In** which created a video, CD and booklet about how to make meetings more friendly.



**Trevor McMullen, Wendy Ellen,**  
**Gillian Cox, Dennis Cosker and**  
**Susan Tilbury, 1999**

In 2005 we moved into more accessible premises at St Mary's. The church put in a ramp and accessible toilet. We received funding from **Awards for All** to buy computers for our new training room.



Count Us In

We became an accredited training centre in 2006 and six of our service users took the **European Computer Driving License (ECDL)** test.

More recently, we received funding for the '**I'm a Person Too**' Project working with Advocacy in Greenwich and other Beacon awarded local councils. This gives training to organisations to help them communicate better with people with learning difficulties.



Some of our ECDL Group, 2007

Over the last 10 years, we have moved from using symbols to producing documents using photos, audio CD's and mp3's, DVD videos and accessible web sites.



Human Rights Conference  
January 2002



Robert Hines  
Service user



Meena Kerai and  
Fraz Ali  
Service users

## Why accessible information is important

There are 1.2 million people with learning difficulties and 1.7 million adults with low literacy in the UK. We help organisations reach this audience by producing accessible information, making it easy to understand for people with learning difficulties and low literacy.

## The Disability Discrimination Act (DDA)

The **DDA** requires:

- employers to make reasonable adjustments for a disabled person put at a disadvantage by a provision, criterion or practice, or a physical feature of premises
- provision of goods, facilities and services: to take reasonable steps to change a practice, policy or procedure which makes it impossible or unreasonably difficult for disabled people to make use of its services, provide an auxiliary aid or service if it would enable disabled people to make use of its services

The Act requires public bodies to promote equality of opportunity for disabled people. It sets minimum standards so that disabled people can use public transport easily.

## Valuing People

“**Valuing People**” is the Government’s plan for making the lives of people with learning difficulties, their families and carers better. It is based on people having:

- their rights as citizens
- inclusion in local communities
- choice in daily life
- real chances to be independent

To make these things a reality, people need accessible information about their rights, choices and independence. This means that organisations which offer opportunities in housing, training, education, leisure and transport must take the need for accessible information on board.

Without this, people have to depend on the support and interpretation of others and real inclusion, choice and independence cannot happen.



Valuing People



Wendy Ellen and  
Nick Raynsford MP



Gina Moriarty  
Staff member



Marian Collins  
Trustee

## What service users say about us

**"I come here because I want to."**



**Shirley Kingfisher**

**"I like working here – I have a laugh."**

**"I like learning new skills."**



**Patrick Meade**

**"I've learnt a lot."**

**I like:**

**"the staff"**

**"the people"**

**"working on computers."**



**Raphael Shoniregun**

**I've learnt:**

**"how to use a computer"**

**"to photograph."**



**Ros Thomson**

## Our customers

### In the last ten years we've worked with:

Abbeywood Road  
Community Team  
Adult Placement Scheme  
Asthma UK  
Aldingbourne Trust  
BILD  
Camden Society  
Connexions - Central London,  
Lewisham and Greenwich  
Department for  
Constitutional Affairs  
Department of Health  
Disability Rights Commission  
Enfield, Oxleas and  
Greenwich PCTs  
Financial Ombudsman  
Service  
Foundation for People with  
Learning Disabilities  
Greenwich Citizen Advocacy  
Greenwich CLDT  
Greenwich, Bexley, Bromley,  
Port Talbot, Hammersmith  
and Fulham, Tower Hamlets,  
Wiltshire and Kent Councils

Healthcare Commission  
Greenwich Partnership  
Heart 'n Soul  
HomeStart  
Learning and Skills Council  
London Sports Forum  
mcch  
Mencap  
Ministry of Justice  
Moat Housing  
Nationwide Building  
Society  
Ofgem  
SCIE  
Tower Homes  
Transport for London  
Turning Point  
Valuing People Support  
Team  
Westlea Housing  
Association  
Whole System Partnerships  
..... and more .....

## Photo gallery



**Andy Smith**  
Trustee



**Melissa Jo Smith**  
Staff member



**Clifford Renner-Thomas**  
Service user



**Susan Tilbury**  
Service user



**Asad Ahmad**  
Patron



**Lisa Pearce**  
Service user



**Pippa Guard**  
Patron



**Roger Lomax**  
Trustee



**Adam Meredith**  
Service user



**Howard Goble**  
Ex-chair of WwW



**Laura Hayman**  
Service user



**Kathy Smith**  
Manager of WwW



**Evette Vaughan**  
Service user



**Elsie Hughes**  
Trustee



**Simon Watkin**  
Service user



**Ellen Edwards**  
Volunteer



**Felicity Turner**  
Service user



**Arkin Azmi**  
Service user

Thank you to all our service users, trustees, staff, patrons, funders and customers past and present and to those who have made a contribution to the success of this event including:

IKON Printers [www.uk.ikon.co.uk](http://www.uk.ikon.co.uk), for printing this booklet

Keith Aubrey and I-Ching Logan for design work

Theatre of Wine [www.theatreofwine.com](http://www.theatreofwine.com), for donation to the prize draw

And to Greenwich Council [www.greenwich.gov.uk](http://www.greenwich.gov.uk) for their continuing support of our work.

[www.workingwithwords.org](http://www.workingwithwords.org)

## Donation Form

**Working with Words Ltd, Charity Number: 1075001**

I am pleased to make a gift to Working with Words Ltd

First name ..... Surname .....

Address .....

Post code ..... Phone .....

Email .....

I enclose a donation of £ .....  
(please make cheques payable to "Working with Words Ltd")

If you would like to make a regular monthly, quarterly or annual donation, then please request a Standing Order Mandate when returning this form.

### Gift Aid Declaration

Under Gift Aid, Working with Words can claim back 28p from the Government for every £1 we receive in donations - at no cost to yourself. This is a tax-efficient way to increase your contribution to us.

I confirm that I am a UK Taxpayer and that I wish Working with Words Ltd to treat this and all subsequent donations as Gift Aid donations, until I notify otherwise.

Signature ..... Date .....

We would like to keep you up to date with the work of Working with Words and forthcoming events. If you prefer not to be on our mailing list, please tick this box

Please return this form to Working with Words Ltd, St Mary's Church, Greenlaw Street, Woolwich, London SE18 5AR. Thank you for your gift.