

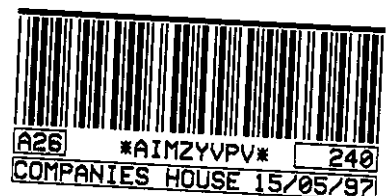
2701526

**INDO-CHINA REFUGEE GROUP  
CHINESE COMMUNITY SCHOOL**

**CONSOLIDATED  
AUDITED ACCOUNTS ✓  
FOR THE YEAR ENDED  
31ST MARCH 1997**

**Registered Charity No. 294741**

**Registered Company No. 2701526**



**SARGEANT & CO.  
Registered Auditors and  
Chartered Certified Accountants  
55 STATION APPROACH  
HAYES  
BROMLEY  
KENT BR2 7EB**

# LEWISHAM INDO-CHINESE COMMUNITY / CHINESE COMMUNITY SCHOOL

## 印支華裔社區中心



## 英國倫敦中華學校

Address: 171 High Street  
Deptford  
London SE8

Telephone: 0181-694 8427  
0181-692 2772  
Facsimile: 0181-691 6815

### The Chairman's Report

After struggling on the project of building a Community School/ Centre for more than 10 years, there have been significant achievements in the past year. The building construction commenced in February 1997. Despite that there was a several month delay to the original schedule, the Community School/ Centre is hoped to complete construction by February 1998, which will enable the organisation to develop its multiple comprehensive services to its members in the aspects listed in the following:

- Sharing the same premises with all existing projects to reach a better effective management and operation
- Developing the existing part-time elderly club into a comfortable full-time day centre where the elderly can make full use of the premise to meet their needs such as meetings, parties, games, etc.
- Organising more cultural events and social functions to the members of the community
- Operating more effective and efficient services for the community and make savings in human resources.
- Extending youth services and dancing group activities.
- Enabling the organisation to have further development.

On completion of the Community School/ Centre, a big increase of the operational cost and maintenance charge will inevitably occur. To face the challenge, the management committee is obliged to seek more resources one of which is reinforcing the development of the Home Care Services so more purchases from neighbouring boroughs will be attracted. However, in Lewisham, despite of the efforts the management committee has made on protest and petition campaign, the council still made a decision to cutback drastically the main source of the organisation, the Self Help Project, whose core funding came from the council. Consequently, the management committee has already encountered a crisis on running an effective operation of the organisation due to the lack of man power. At the moment, The management committee is trying its best to organise fundraising campaign to maintain a certain level of services.

Registered Under The Charities Act 1960 No: 294741

Chairman: Ngoc Thi Huynh Vice Chairman: Lynne Chang G. Secretary: Moi Song Ho  
Limited Company Registered No. 2701526

### Grants Received for the Year 1996/1997

Lewisham Council, Joint Finance Consultative Committee, Deptford City Challenge, The Tudor Trust, Alcohol Concern, Charities Project, B. B. C. Children in Need, Capital Radio, and other charities.

### School Building Project Benefactors

National Lottery Charity Board, Deptford City Challenge, Evergreen (International) S. A., The Chinese School Foundation Fund.

In the end, on behalf of the management committee, my deepest gratitude goes to all the staff whose contribution and dedication make a success of the organisation. Without this highly qualified workforce, we cannot provide such multiple services to those in need. In the following is a list of names who worked for the community during the financial year 1996:

### Self Help Project

Co-ordinator for all projects	Mr. Van Cuong Truong Mrs. Chah Linh Hamphries (left in 05/96) Mrs. Hing Fong Kan P/T (started in 05/96) Miss Yen Tran Chau P/T
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### Education Improvement Project

Mr. Man Fai Choy (started in 05/96)

### Elderly Services & Home Care Development Project

Mrs. Lan Thi Huynh P/T  
Mrs. Hing Fong Kan P/T  
Mrs. Tham Thi Nguyen P/T  
Mrs. Thi Hanh Le P/T (left in 02/97)  
Mrs. Iv Lam Huynh P/T (started in 02/97)  
Mrs. Xin Min Lim P/T (left in 03/97)  
Mrs. Kim Ngoc Truong P/T (stared in 03/97)  
Mrs. Yan Hong Wang P/T (started in 06/96)  
Mrs. Phy Huynh P/T (started in 07/96)

### Drug and Alcohol Prevention Project

Ms. Hua Jiang (left in 10/96)  
Ms. Ji Wen Xia (started in 11/96)

I would also like to pay tribute to the following persons for their support and acknowledgement of our hardwork:

Joan Ruddock MP (MP for Deptford)  
Cllr. Mee Ling Ng (Deputy Leader of Lewisham Council)  
Mr. Barry Cole (Head teacher of Deptford Park School)  
Ms. Elizabeth Sclater (Equality Development Officer)

A handwritten signature in black ink, appearing to be 'Joan Ruddock', written in a cursive style.

**INDO-CHINA REFUGEE GROUP**  
**CHINESE COMMUNITY SCHOOL**

**DIRECTORS REPORT**

The Directors present their Annual Report and the Audited Financial Statements for the year ended 31st March 1997.

1. PRINCIPAL ACTIVITIES

The Company is a Registered Charity which provides charitable services.

2. DIRECTORS

The Directors who served during the year to 31st March 1997:

NGOC THI HUYNH  
LYNNE CHANG

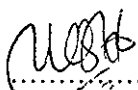
The Directors have no interest in any contracts with the Company.

3. AUDITORS

The Auditors, Messrs. Sargeant & Co. will be proposed for re-appointment in accordance with Section 285 of the Companies Act 1985.

This report, which has been prepared taking advantage of the special exemptions applicable to small companies was approved by the Board on 11th May 1997.

SIGNED ON THEIR BEHALF

  
.....

MISS MOI SONG HO  
Company Secretary

Dated 11th May 1997

171A Deptford High Street  
Deptford  
London, SE8 3NU

**AUDITORS REPORT TO THE COMMITTEE OF THE**  
**INDO-CHINA REFUGEE GROUP**  
**CHINESE COMMUNITY SCHOOL**

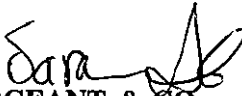
We have audited the annexed financial statements.

Our audit was conducted in accordance with approved Auditing Standards having regard to the matters referred to in the following paragraph.

In our opinion the financial statements which have been prepared under the historical cost convention give a true and fair view of the state of the Projects' affairs as at 31st March 1997 and its excess of Income over Expenditure for the year then ended.

Dated this 11th day of May 1997

55 Station Approach, Hayes,  
Bromley, Kent, BR2 7EB

  
**SARGEANT & CO.**  
Registered Auditors and Chartered Certified Accountants

**INDO-CHINA REFUGEE GROUP**  
**CHINESE COMMUNITY SCHOOL**

**PROFIT & LOSS ACCOUNT**  
**FOR THE YEAR ENDED 31ST MARCH 1997**

	1997	1996
	_____	_____
	£	£
TURNOVER - STIRLING:		
Funds Raised:		
Grants and Donations	606,608	204,490
Less: Cost of Charitable Services	234,403	172,962
	372,205	31,528
Interest Receivable and Similar Income	17,002	13,690
Profit on Fund Raising	389,207	45,218
Accumulated Fund Brought Forward	289,405	244,187
Accumulated Fund Carried Forward	<u>£678,612</u>	<u>£289,405</u>
	US \$	US \$
TURNOVER - U.S. DOLLARS:	<u>621,050</u>	<u>-</u>

**INDO-CHINA REFUGEE GROUP**  
**CHINESE COMMUNITY SCHOOL**

**BALANCE SHEET AS AT 31ST MARCH 1997**

		1997		1996	
	<u>Notes</u>	£	£	£	£
FIXED ASSETS - at cost	1		194,973		25,871
Depreciation to Date	1		(22,231)		(20,267)
Net Book Value			172,742		5,604
CURRENT ASSETS					
Cash at Bank - Stirling	2	507,422		285,324	
- U.S. Dollars		621,050		-	
LESS CURRENT LIABILITIES					
Creditors and Accruals	3	(1,552)		(1,523)	
Net Current Assets - Stirling			505,870		283,801
- U.S. Dollars			621,050		-
TOTAL CAPITAL EMPLOYED - STIRLING			£ 678,612		£289,405
- U.S. DOLLARS			US \$ 621,050		US \$ -
ACCUMULATED FUND					
Reserves to Date - Stirling	4		£ 678,612		£289,405
- U.S. Dollars			US \$ 621,050		US \$ -

.....

NGOC THI HUYNH  
Chairperson, Director.

Dated 11th May 1997



**INDO-CHINA REFUGEE GROUP**  
**CHINESE COMMUNITY SCHOOL**

**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST MARCH 1997**

1. **ACCOUNTING POLICIES**

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the Company's Financial Statements.

**BASIS OF PREPARATION**

The financial statements have been prepared in accordance with accounting standards and under the historical cost accounting rules.

**FIXED ASSETS AND DEPRECIATION**

Depreciation is provided by the Company to write off the cost less the estimated residual value of tangible fixed assets by equal instalments over their estimated useful economic lives as follows:

Motor Vehicles	4 years
Computer and Office Equipment	3 years
Fixtures and Fittings	5 years

2. **CASH AT BANK**

These accounts incorporate the cash at bank balance as held by the Community School at Deptford.

3. **CREDITORS AND ACCRUALS**

	<u>1997</u>	<u>1996</u>
Accruals	<u>£1,552</u>	<u>£1,523</u>

4. **ACCUMULATED FUND**

Fund is for the proposed building of a School/Centre and the future community development.

**INDO-CHINA REFUGEE GROUP**  
**CHINESE COMMUNITY SCHOOL**

**MANAGEMENT INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31ST MARCH 1997**

	<u>1997</u>	<u>1996</u>
INCOME		
Deptford City Challenge	16,500	2,750
Summer Scheme	2,760	2,531
J.C.C.	23,630	17,380
Home Care Income - Minimum Contribution	2,512	1,200
Bank Deposit Interest Received	2,969	2,967
Home Care Income - Other Boroughs	11,213	-
Youth Project	1,000	1,600
Grants from Council	20,088	42,202
Donations	250	512
Grants for Salaries	40,330	53,757
Capital Radio	2,100	3,300
B.B.C.	2,100	2,100
Christmas Raffles	227	300
Membership Fees	1,009	634
Open Day	100	-
Education Authority	500	-
Optimum Health Services	-	530
Drugs Project - Office Contribution	520	-
Fees from Pupils	15,408	13,697
Disabled Peoples Day	500	-
Small Grants Leisure Services	600	950
Black History Month	640	600
L.I.C.A.	2,040	1,050
Women's Committee	-	360
Chinese New Year Grant	1,264	-
Rent Rebate - London Borough of Lewisham	754	-
Education Partnership Project - Office Contribution	1,320	150
The Tudor Trust	10,000	8,000
Lewisham Council	15,845	-
Lunch Club Fees	6,800	8,845
Luncheon Subsidies	-	5,313
Return of Legal Fees	500	-
Teachers Festival	140	-
Sundry Income	-	825
Equalities Committee Grant	-	100
Comic Relief	8,750	9,750
T.S.B. Grant	-	1,000
Anonymity Charity	-	6,000
Alcohol Concern	14,414	3,056
Percy Bilton Charity	-	400
Goldsmith Hall	-	1,000
The Hidden Charitable Fund	400	750
Deptford Green School	-	300
Wandsworth Council	-	668
<b>BALANCE - CARRIED FORWARD</b>	<b>£207,183</b>	<b>£194,577</b>

**INDO-CHINA REFUGEE GROUP**  
**CHINESE COMMUNITY SCHOOL**

**MANAGEMENT INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31ST MARCH 1997**

		<u>1997</u>	<u>1996</u>
INCOME			
BALANCE - BROUGHT FORWARD		207,183	194,577
Indo-Chinese School Centre Building Project:			
Deptford City Challenge	350,000	-	-
National Lottery Charities Board	27,226	-	-
School Foundation Fund	39,201	23,603	-
		<u>416,427</u>	<u>23,603</u>
		<u>£623,610</u>	<u>£218,180</u>
INCOME - U.S. DOLLARS			
		US \$	US \$
Indo-Chinese School Centre Building Project			
Evergreen International S.A.	600,000	-	-
School Foundation Fund	21,050	-	-
		<u>US \$ 621,050</u>	<u>US \$ -</u>

**INDO-CHINA REFUGEE GROUP**  
**CHINESE COMMUNITY SCHOOL**

**MANAGEMENT INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31ST MARCH 1997**

	<u>1997</u>	<u>1996</u>
EXPENDITURE		
Travel and Motor	3,901	3,604
Salaries and National Insurance	128,914	116,253
Rent and Rates	8,712	10,703
Printing, Postage and Stationery	3,282	2,874
Advertising	-	489
Audit and Accountancy	2,184	1,826
Publicity Project	1,100	-
Youth Project	-	1,600
Seminar and Training Course Fees	515	-
Insurances	2,033	1,391
Telephone	1,967	1,866
Subscriptions and Periodicals	515	580
Repairs and Renewals	1,102	306
Lighting and Heating	1,338	774
Celebrations	2,154	1,457
Miscellaneous	1,411	966
Food Purchases	4,765	6,401
Office Cleaning and Laundry	612	320
Bank Charges	14	4
Hire of Halls	3,450	3,210
Depreciation	1,964	5,739
School Hire	-	321
Saturday School Lettings	-	1,088
School Outings	7,529	6,610
Publicity Items - Pens and Mugs	774	-
Cultural Sharing Day	-	342
Prize Vouchers	421	548
Dance Performance and Costumes	240	261
Haulage Costs	116	-
Membership Fees	150	90
Elderly Project Return of Grant	240	-
Legal Fees	-	3,339
Contributions to Building Project	55,000	-
	<u>£234,403</u>	<u>£172,962</u>
CONSOLIDATED EXCESS OF INCOME OVER EXPENDITURE FOR YEAR - STIRLING	<u>£389,207</u>	<u>£45,218</u>
- U.S. DOLLARS	<u>US \$ 621,050</u>	<u>US \$ -</u>

# LEWISHAM INDO-CHINESE COMMUNITY / CHINESE COMMUNITY SCHOOL

印支華裔社區中心



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Address: 171 High Street  
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## Indo-Chinese Refugee Self Help Project Annual Report 1996/97

### Introduction

Since the inception of the project in 1984, and its location has contributed to the steady increase in the number of refugee families in Lewisham. There are now approximately 4000 people living in Lewisham, and it's adjacent areas with Greenwich and Southwark.

As a result of the tremendous difficulties experienced by the refugees. The project workers are under pressure to ensure the provision of an adequate service availability of resources and the smooth running of the whole organisation.

All the affairs of the Community/School are currently managed by the Co-ordinator who is responsible to the Management Committee. The projects that are currently run are listed below:

- 1/ The Self Help Project: staff by one full time Co-ordinator and two part-time Community Workers, provides help and advice on welfare, housing, health, education, employment, translation/ interpreting services and ANY other problems the refugee families may have.

The community office opens five days a week, from 9.30 a.m.- 5.00 p.m.

- 2/ Indo-Chinese Elderly Services Project/ Home Care Development Project is staffed by six part-time workers and some volunteers. It opens five days per week from 10.00 am to 3.00 PM. It provides leisure facilities, advice, lunch and most importantly, home care for the disabled and the chronically ill some of whom are left to care for themselves by their families. Their quality of life is the lowest in the whole community.

3/ Mother Tongue Education Project: There are 329 enrolled pupils who are divided into 11 classes, from nursery up to the secondary level. It opens from 9.30 Am. - 3.30 p.m., 40 weeks per year on Saturdays, giving Chinese/ Mandarin tuition, running "GCSE" and "A" level examination courses and introducing Chinese culture/ history. Among other courses are "GCSE" and "A" level Science, Maths, and English. These are aimed to supplement the courses run at mainstream schools. This project comprises 20 teaching and non-teaching staff.

4/ Education Improvement Project: operated by one full-time staff to liaise between the parents and local mainstream schools to ensure there is an understanding on both sides and to improve the standard of education of Indo-Chinese children.

5/ Youth Club: supported by London Indo-Chinese Association, provides a variety of sports equipment, film, video, and karaoke. It also holds seminars that are of interest to young people. The club comprises two part-time workers and opens from 12.30 p.m. - 5.30 p.m. on Saturdays.

6/ Drugs and Alcohol Misuse Prevention Project: staffed by one full time worker. Its main objectives are to raise an awareness of the harmful effects of drugs and alcohol, to warn young people of the penalty and serious consequences of supplying drugs and to prevent people from taking them.

7/ Chinese Traditional Dance Group is run by the some volunteers. It has more than 50 associated members and have been invited on many occasions to perform at the presence of the general public.

8/ A mini library which contains over 4200 Chinese books is attached to the Community School. A large number of Vietnamese books are also displayed in the Community's office. In addition there are many videos on Chinese history and famous resorts.

9/ Gei Sain Thang (Worship Place): run by 15 voluntary members. It has many supporters and aims to meet the spiritual needs of the refugees who believe in Buddha and Quan Yin (a goddess).

The main development in the immediate future will be in the area of domiciliary care for the elderly who are most vulnerable of all age groups and the completion of the building construction then. A Day Care Centre will be developed where the Indo-Chinese senior members can spend their days in a warm and comfortable environment.

## Self-Help Project Annual Report April 1996-March.1997

Quarter	Dss	Housing	Admin/F Reunion	Education/ Employment	Health	F/Filling	Others	Total
1st	81	118	390	42	104	74	346	1155
2nd	101	90	440	31	137	156	355	1309
3rd	79	82	528	32	104	47	305	1177
4th	122	118	450	30	110	49	316	1195
Total	382	408	1808	135	455	326	1322	4836

The above table shows the total casework have been carried for period April96-March 97 and follow is the detail of the work have been done.

### Dss

During the this annual the workers were busy giving advice on the welfare matters. Taking client to local Dss for fresh claims (refugee status) and interviews, enquiries on delay payment, reported loss of order books/giro cheque. Assisting the clients in forms filling for renewal benefit. Some cases the Dss officers visited the clients' homes for more information and we were requested to be there due to language barrier. Apart from these, we also dealt with the others areas such as:

- Income support
- Fresh Claim on JSA (introduced in October 97)
- Child benefit
- Maternity Grant
- Incapacity benefit
- Social fund
- Attendant allowance
- Family credit
- Single parent benefit

Workers also help in filling forms of the listed above benefits.

### Housing

Rent/Council tax arrears still a major problem, workers assisted them in making enquiries and appointments to see the housing officers for the installment. Some cases have been taken legal action in evicting, due to language barrier they did not response earlier to the warning letters. Workers act as an

important bridge in translating/interpreting letters for the housing neighbourhood office/housing association/homeless unit and clients and other matters. Assisting in form filling for housing benefit/council tax and rehousing. Several home visits regarding re-housing. Apart from these, workers dealt with repair works such as reported to housing officer/repair section on central heating was out of order, sink leaking, boiler leaking, make appointments, complaints. Registered gas, electricity for new tenants.

### Admin/ F. Reunion

This category is an important part of the project. To keep the community activities going and provide efficient adequate services to our clients, fund raising for continuation of existing projects such as Elderly Project, Education Development Project, Mother Tongue School Project, Drugs & Alcohol Prevention Project, Summer Play Scheme and Home Care Development Project. Also the workers assisted the clients in applying for family reunions from Hong Kong camp.

Throughout the year activities, social outings and celebrations have been organised for the members, especially for elderly (house-bound) due to language barrier. This is to help relief tension of life. Summer Play Scheme has been organised to give the teenagers a healthy lifestyle and leisure activities. Lectures and seminar have been organised for members regarding updated regulations on health & safety and benefits.

Workers are tired up on funding raising for Self Help Project due to the grant reduction from the Local Council. However, this will cause alot more difficult for the project in relating to funding raising for existing and new developing projects and also to the direct services to the community. Applications have been sent to the funders and waiting for the replies. Apart from these, workers were busy on the meetings with contractors regarding the school building. Eventually, the work on school building is going ahead and hopefully our office will be moved to the new premise by the end of this year.

### Employment

Since the Employment Project ended in 1994, we still provide this service within the limit of time and human resource available. We offer interpreting over the phone, form fillings and only accompany the fresh claims at the job centre. But these have proved to be unsatisfactory as sometimes the job centre required an interpreter to be there at any interview or the clients' benefits would be delayed. So far there were 2 cases, their benefits have been cut due to no interpreter at the restart interviews and have to make a fresh claim.



### Education

The Education Improvement Project will be ended in May 97, funded by the City Challenge for a year. It has been successful in the closed work links relationship between the mainstream schools and parents. The Self help Project provide Vietnamese interpretation and translation services to the schools and parents. Particular on home visits with the social worker regarding parents escort the children to and from schools premises, children were taken in care, the children can be left unsupervised, school parent meetings. We also translated leaflets/letters into Vietnamese for schools regarding parent meetings, outings and other events.

### Health

Since the existing of the Interpreting Services Project run by the Lambeth, Southwark and Lewisham Health Commission. The Self-Help Project still carry on provide this service to the community. There is a significant increase in this area compare to last year figure. Due to the new booking system of the Interpreting Services Project. It is very difficulty to book an appointment through the community centre or any organisations, it only accepts the bookings from Family Doctors or Hospitals. Even so, sometimes there was not any interpreter turned up for the appointment. Therefore, we play an important role in the community. Apart from this, some other arears were covered by the workers such as see dentist, opticians, community health service, family planning clinic.

### Form Filling

We dealt with applications for travel documents, U.K. passports, council tax review forms. Apart from this, below is the list of miscellaneous which have been carried out during the year.

- Job centres, restart interview forms.
- Free school meal/clothing
- Maternity grant
- Child benefit
- Family credit
- opening bank account
- Parking penalty
- Visa application

### Others

The workers have been dealt with different types of work ranging from giving advice on welfar right matter, housing, health, racial abuse/harassment, rehousing, family reunion, family problems, etc... Letters reading and explaining such as Home Office's letter, parking penalty, council tax, solicitor's letter etc.. Make enquiries on bills and services such as B/T bill, water bill, B/T line connection, council tax, etc... Apart from these, workers interpreted on the phone for homeless unit, housing, doctor's sugery, hospital.

### Membership

It is the fourth year of the membership scheme, it aims to help the S.H.P with the increased running costs and also providing an efficient service to our members. Membership is renewed every October.

### Activities

- 20.06.96 Organised Dragon Boat Festival, it is a traditional cultural and celebrates every year.
- 21.07.96 One day trip to Eastbourne seaside.
- 05.08.96 - 10.08.96 1st week of Summer Playscheme was held at the Deptford Green School, Annex. A variety of activities were catered for the children such as Chinese Traditional Dance, Chinese arts & craft making, Chinese Traditional Games, paint brush, swimming, needle works.
- 12.08.96 - 18.08.96 2nd week of SPS was organised a five day tour to visit Locklomond and Hawkshead ( 52 participants).
- 06.09.96 One day trip to Calais (France) was organised for the members to do the shopping for gifts and daily commodities.
- 03.10.96 Organised Mid Autumn Moon Festival, it is a traditional cultural and celebrates every year.
- 17.12.96 Christmas Party was held at the Elderly Club at Etta Street Community Hall. All the workers in the community were involved with the preparation works for the Christmas party for the members, elderly. The Mayor of Lewisham, some Councillors and officers from various Government departments and charity organisations attended.
- 19.12.96 One day trip to Boulogne (France) was organised for the members to do their Xmas shopping.
- 19.02.97 Organised the Annual Chinese New Year celebration at the Lewisham Theatre, most of the performances conducted by pupils of Chinese School and some by the China Arobatic Group. Over 1000 guests from across the boroughs and the Mayor of Lewisham, Councillors and representative of Taipei office in the U.K. It was very welcomed and a successful performance.

### Training Day

- 02.05.96 One day training course on Eating for Health was organised by the Health First at St. Thomas street, in order to feed back to elderly and young mothers for keeping healthy eating life style.

- 16.05.96 Welfare Training in the afternoon was host by Jacky Tyson from Dss in Rushey Green. To updated the information and Dss regulations, especially on Job Seeker Allowance was introduced on 7.10.96.
- 25.06.96 Welfare Advice Session was held in the morning by Jacky Tyson opened to members of the community came to seek for advices on variety benefits.
- 23.07.96 “
- 17.09.96 “
- 11.06.96 Attended the conference regarding the introduction of Job Seeker Allowance.

### Survey

#### Questionnair 96/97

	Excellent	Good	Average	Bad
Dss	70%	30%	0%	0%
Housing	70%	30%	0%	0%
Interpreting on Health	58%	42%	0%	0%
Form Filling	81%	19%	0%	0%
Activities	50%	40%	10%	0%
Organise Talks/Lectures	66%	34%	0%	0%
Apply for Passport/ Travel Document	65%	29%	6%	0%
Efficiency/ Effectiveness of Staff	80%	20%	0%	0%

Survey out of 100%

The questionnaires have been carried out yearly, to improve the quality of services for the community. Compare with previous years, the overall service provision show from the above table that we have improved the best and quality service for the community.

## Introduction

Our Elderly Club was established in 1986. At first it was purely of a voluntary status, however, in 1988, the City Parochial Foundation assisted us with a grant and thus secured our funding for four years until 1991. Then, Age Concern England aided us by providing funding for another three years in 1994. Comic Relief and the Tudor Trust provided us with funding for two part time posts, a project worker and a health worker. In July 1995, we received funding from Lewisham Joint Consultative Committee to develop a Community care project. At present we have a total of seven P/T workers (including four carers and a canteen worker for our luncheon club).

The Club is opened from Mondays to Fridays 10am to 3 pm. The club currently charges £1.50 per person for a nutritious meal. Our service has proved to be of utmost value for our members. Especially in relation to those members without friends and relatives. The club is situated at the Etta Community Hall, Gosterwood street, Deptford SE8 and has been based there for the past decade. Location wise, our club is ideally situated at the heart of the Chinese community. We provide a comprehensive service including health care advice, help with welfare, family problems, form filling, interpreting, and housing matters etc. In addition, we do provide a wide range of cultural and leisure activities, from workshop information, lecture courses to festival celebrations. Remarkably since July 1995 till now, we have managed to establish and maintain a home care service, the first ever community organisation to provide such a facility for the Chinese/Vietnamese in London.

### 1. Home Care Services

This service has proved to be very valuable and essential to our clients, especially in assisting carers with the care of their elderly and disabled people. Our care workers are competent language wise. They are able to speak a range of Chinese dialects from Cantonese, Mandarin, Chiu-Jou to Vietnamese. In addition, the fact that our care workers share the same cultural background with their clients, results in greater and more informed understanding.

In the last year, we have provided a total of 3330 hours to 21 families of which 19 cases are concerned with personal care and 2 cases with respite care. There are 6 males and 15 females clients aged between 28 to 86.

Although, the Home Care Project is relatively new, it is the only service available to Chinese and Vietnamese in the Lewisham borough, but there have been request for the service to be provided to other boroughs such as Lambeth, Wandsworth and Greenwich etc.

As a result, the response to our service so far has been very positive and appreciative. Apart from future development and self support, we hope to further expand by contracting out; income generated from this will enable us to maintain our elderly service, especially in July 1996 when we received a invitation for home care accreditation from local government. The accreditation procedure proved to be valuable and informative for all. Indeed we have received good recognition in the field of insurance, staff administration and user's rights

In-service training to staff remains an important topic in the organisation. Medication, lifting and manual handling day courses are provided by Lewisham Home Care Service. Information packs for carers and service users are re-organised in accordance with the H/C accreditation requirement. Carers are also informed with up to date registration details

Our service has attracted interest from other boroughs. We hope that Lewisham Social Service JCC and other charities will continue to support us so that we can build a strong and stable foundation in order for us to continue to develop and expand our services.

## 2. Community Health Services

The health issues of the Elderly Club, be that of the community or home care, are packed into the limited working hours of the 2 part-time workers of 20 and 16 hrs. per week. Throughout the past year, the workers have been escorts and interpreters to clients for surgeries/ hospitals appointments as well as different kind of check-ups including dental, optical, aural and scans. Hearing aid has been successfully fitted for a client in need. In a few occasions the worker accompanied the G.P. for Home Visits to interpret for them.

It is down to the worker to ring up the surgeries for blood test results and relate to the clients. Repeat prescriptions are done for the clients if they are on their own. All the letters from hospital / surgeries were explained to the clients. They could be anything from simply informing them of their next visit, to attend activities like mammogram, diabetic, epilepsy clinic and barium meal. Transports and escorts, if necessary, are arranged for their appointments and leisure trips if they want to have a day out.

Visits to hospital ophthalmology dept. for clients' pre-assessment for cataract operations arranged. They are done as day cases but returned to the hospital for check-ups the following mornings.

Occupational Therapist contacted to fit in bath stool and rails for our clients; to reassess client's wheelchair size to enable easier access to use toilet; and to provide pressure-relief mattress and commode to a very frail elderly.

District Nurse visited the Hall as arranged, from fortnightly to monthly. Community Chiropodists have been seeing to all our clients 3 - 4 monthly. A session of 6 weeks acupuncture therapy organised at the Hall to comply with those who wanted to be treated by an accupuncturist.

Workers escorted clients to hospitals in numerous emergency cases, for first aid treatments and for admission. This involves the workers to inform the relatives of the incident and home visits after hospital discharge. Workers interpret for both the medical staffs and the clients for the treatment undertaken.

Case conference for a client was held thrice between the medical staffs, social workers, relatives and workers to discuss where the client should be discharged to after she recovered from a stroke, but needed total care at all times.

Weekly gentle exercise regime maintains until the end of Dec. 96 when the instructor has to leave for Wales. Unfortunately it has not been fruitful to find a replacement.

Carol Webley-Brown, a sister from Lewisham Hospital A&E Unit, was invited to talk to our clients the ways how the dept. dealt with casualties. Dr. Wang from the Thoracic Dept. of London Hospital was kind enough to talk to the members on issues relating to difficulty in breathing.

Staffs attended medication training day to know the rules and accountabilities when giving medication to clients. Enquiries made to enquire a client's reimbursement on fares as he attends regular hospital clinics

## **5. Staff Training and Management**

In addition to in-service training, we have organised for experts and professionals to provide lectures to our staff and members as well as sending our workers on training schemes related to our field of work.

We hold a project meeting every 5 weeks and all community staff meet every 6 weeks and there are also three month intervals management meetings. Therefore, we have a solid and well-structured system of organisation, co-operation and efficiency.

## **6. Talks and Seminars**

We held a total of 8 talks and seminars of an assortment of topics and information during the year.

## **7. Activities**

A total of 6 festivals and 4 visits have been organised to celebrate the traditional cultural events as well as to broaden our knowledge and experiences.

## **8. Project Evaluation Survey**

A project evaluation questionnaire was sent out to every member. To date, a total of 72 completed questionnaires has been returned. It appears that most of our members are satisfied with the level of services, particularly in relation to our worker's sense of responsibility and dedication which was very much appreciated. A few however, stated that they preferred that we accompany them to doctors, hospital appointments etc. In future, however, with the present level of funding, we find this need rather difficult to serve.

## **Conclusion**

Over a span of 11 years, we feel that we have achieved great feats in establishing a multi-purpose service for our community, despite the constant battle for funding. Perhaps the most successfully to date, is the establishment of our home care development project which has proved to be our most successful initiative, without a doubt, it will grow from strength to strength.

Significantly, our service has been invaluable to our members, indeed this has been proven time and time again. As our elderly increasingly grow older, they become more dependent on us. We are so grateful that, with the aid of our home care services we are able to reach out and assist those members who need our help the most: the old, disabled and the sick.

We have already envisage the development and improvement of our facilities, to extend our elderly club to an elderly day centre. Certainly, the hard work, effort, sweat and toil of the past 11 years have paid off. We are nearing our dream of an all purpose built centre to provide a comprehensive multi-functioning centre for the young right through to the elderly members of our community.

We hope to retain the continued support and assistance of all those who have done so in the past, and those who continue to do so, your assistance and aid has not been in vain.

### **3. Member's Background Consists of:**

A total of 125 members was registered, all paying the standard £3.00 annual membership fee, their ages as follows:

AGE	PEOPLE	AGE	PEOPLE	AGE	PEOPLE
104	1	75-80	21	56-60	10
90-95	2	71-75	26	51-55	4
85-90	4	66-70	22	28-50	7
80-85	11	61-65	13	(Disabled Person)	

Our members are 90% refugees from Vietnam, 10% are from Hong Kong of which 85% speak Cantonese and 15% speak Vietnamese. Despite living overseas for a number of years our elderly members still find living in Britain a struggle, particularly because of the language barrier and different culture and life style.

Almost all the members have lived through periods of war and hardship, many received very little education. Nevertheless, they have retained the traditional feminine values of motherly love.

It has been a decade since members of our community first arrived and settled here, their children have grown up in a western environment as a result of this, there have been a gradual erosion of Chinese family values and disregard for the elderly. This has in turn forced the elderly to be more independent of the family in order to escape from the internal conflicts within the family and from the fear of being a burden to others. This is not necessarily a happy development and the government should positively encourage the revival of traditional family values and the young to take greater care of their elderly in time of illness. As inevitably we all must experience illness, pain and ultimately death.

#### 4. Luncheon Club & Case Work

a) The local council cut the luncheon subsidies in April 1996 but with grants from charities, we were able to provide a canteen worker for the luncheon club. Because of effective use of resources, early this year, the club was organised to open four days per week. A total of 4063 people attended and luncheon fee received totalled £6093.91.

b) A total of case has been completed:

[illegible]

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**INDO-CHINA REFUGEE GROUP**

**The Chinese Community School in Deptford**

**Annual Report March 1996/97**

**Introduction**

There are 329 pupils registered in the school year of 96/97 currently. The school is staffed by 13 teaching staff and several volunteers. It provides 5 lessons per week (40 weeks per year) from 9.30am to 3.30pm. After the Chinese tuition, cultural studies and sports activities are provided to all pupils who are willing to participate.

The school curriculum consists of the Chinese primary education (6 forms) nursery (2 forms) and the First/Second year of Secondary Education. GCSE and 'A' level Chinese syllabus are taught for the pupils from Fourth year onwards. The following are the contents of the school curriculum :

Reading, writing, poetry, literature, composition, songs are provided to all lower classes. History and essay tuition are specially catered for upper classes. There are 4 examination courses of Chinese 'A' level and GCSE in which 138 pupils are being prepared for the examinations. There are also Chinese dance session available for those interested in.

Age range of pupils from 5 to 20, most of them are Chinese from Indo-China living in the Borough of Lewisham and adjacent Borough of Greenwich and Southwark.

Age between 5 - 10 approx.	184
Age between 11 - 15 approx.	90
Age between 16 plus approx.	50



### NUMBER OF PUPILS REGISTERED IN CLASSES

Nursery A 29	Nursery B 30	Nursery C 30	First Year 40
Second Year 42	Third Year 30	Fourth Year 32	Fifth Year 37
Sixth Form 22	Pre Year 1st 20 S.S. Level 20	2nd Year S.S. Level 17	

### LIST OF TEACHING STAFF

NAME	POSITION HELD	NAME	POSITION HELD
Miss N.T. Huynh	Teacher in charge of Music and Dance Section & Head of Nursery 'A'	Mr. Deng Sang Chong	Teacher in charge of 2nd year and General Affairs Section
Mrs. L.A.Chong	Teacher in charge of first Form 1	Mr. Ji Xin MA	Head in charge of sixth Form
Miss Ching Ling Chiu	Teacher in charge of nursery 'B'	Mrs. B. Maydwell	Teacher in charge of fourth form
Mrs. Goay Eng Ewe	Teacher in charge of upper nursery	Mr. Desmond Skeel	Teacher in charge of Translation
Ms Meei Yuen Chung	Teacher in charge of middle & upper classes	Mrs. Rui Hua Hou	Teacher in charge of third Form
Mrs. T.L.Huynh	Teacher in charge of fifth Form & school library	Mr. Tao Xin Peng	Teacher in charge of Pre-Secondary Education level & Head of Discipline
Mr. V.C.Truong	Headteacher and teacher in charge of secondary level		

## Summer Playscheme 1996

The 1996 Summer School Activities were held from 5th August 1996 to 18th August 1996 as follows :

### ITINERARY

Date	Morning	Afternoon	Evening
05-08-96	Chinese diablo: dancing	Chinese knot	
06-08-96	Brain storm : dancing	Paper Cutting: swimming	
07-08-96	Chinese yo-yo : dancing	Mask making. swimming	
08-08-96	Traditional games , dancing	Fabric colour dyeing. swimming	
09-08-96	Chinese toys. dancing	Mid-summer Day perfume bag making. swimming	
10-08-96	Chinese brainy games. dancing. diablo	Plastic ball weaving. farewell party	
12-08-96	Coach tour to Locklomond	Visit Blacksmith Exhibition Centre	
13-08-96	Visit Ballote Town Centre	Visit Castle County Park	Football. Cricket & other games
14-08-96	Visit Stirling Wild Animal Park	Visit Stirling Town Centre & historical sites	Play football. cricket & other games
15-08-96	Visit Edinburgh International Arts Festival	Hold an Edinburgh old Town tour & visit historical sites	Play football. cricket & hold an evening party with karaoke
16-08-96	Arrive in Lake District & visit Hawkshead	Visit Wool Centre & Kendal Town Centre	Play football. cricket & other games
17-08-96	Hold a Lake tour & a Windermere Boat Trip	Visit Bourness Village & Keswick	Play football. cricket & other games
18-08-96	Coach journey back to London		

The activities in the first week were held in Deptford Green School and those in the second week were on a journey bound north. In total, we had 110 students aged under 18 who directly benefited from the summer scheme. The scheme had drawn the youth from all the boroughs in South East. This scheme has been popular among Indo-Chinese group because it provided recreation lessons and cultural activities to all young citizens in summer when school was over and parents still need to work.

Our experience indicated that the summer Playscheme fulfilled the needs of children, especially from minority groups in school. Through the scheme, we had the chance to learn more about problems that minority groups encounter in the society. Without the project, we had no access to collect and appreciate opinions from minority groups. Therefore, we needed support from the society and funding from charity resources. We hoped that this project can be assisted by local Council, charities and private contributions annually.

## **The Results of the Chinese GCSE Examination in June 1996**

### **3A**

Amy Tang, Wai Kien Chun  
Say Senh Sam

### **1B**

Alan Chang

## **Winner for the Chinese New Year Greeting Card Competition organised by the Mayor of Lewisham**

Age 8 Group	Huang Quoc Hua
Age 10 Group	Jane Hoang
Age 13 Group	Yok Ngan Tong

## **School Academic Subjects Contests Results**

### **Overall Performance**

1st & 2nd Year S.S. Level :

1. Hue Quyen Chau	2. Quy Hoa Hoang	3. Ru Rinh Lieu
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Sixth Year :

1. Xien Yun Chow	2. Amy Tang	3. Qui Hoi Hoang
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Fifth Year :

1. Voay Hoai Chin	2. Le Tu Lau	3. Ga Bo Cheung
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Fourth Year :

1. Vu Tinh Han	2. Ngoc Le Thi	3. Hy Van Luc
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Third Year :

1. Tina Loi	2. Tu Vi Chu	3. Vinh Chau Vi
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Second Year :

1. Vu Nghi Dam	2. Hong Cao	3. Lily Trac
----------------	-------------	--------------

First Year :

1. Vien Le Tran	2. Anna Tang	3. Sanh Ai Lieu
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Nursery 'A' :

1. Anh Vi Du	2. Kien Van Dang	3. Vu Khien Tran
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Nursery 'B' :

1. Yung Lo Chang	2. Nguyen Mau Dip	3. Vu Wang
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### **Voluntary Services Awards**

Hue Quyen Chan, The Hong Quan, Tieu Nhan Lam, Voay Tri Chan, Dany Chang,  
Gia Cuong Hoang, Philip Lao Chang, Diu Hanh Chin, Alan Chang, Vu Quang Tong,  
Ga Po Cheung, Voay Hoai Chin, Amy Tang.

### **Folk Song Contest**

Lower Classes Group : Lina Hoang, Chy Sean Lee, Anderson Huynh  
Middle Classes Group : Van Lo Ma, Linh Boi Sam, Mui Dat Tsu  
Upper Classes Group : Vincent Chan, Dan Y Chang, Oi Tai Cheung

### **Essay/Composition Contest**

Higher Classes : Quyen Vay Chan, Phan Le Tang, Tri Hoai Chan  
Middle Classes : Nhan Ngoc Thong, On Tinh Du, Van Bich Ly  
Lower Classes : My Ling Tang, Hoanh Lo Ma, My Le Tang

### **Drawing & Colouring Contest**

Lower Classes Group : Van Kien Tang, Giai On Luc, Long Sam  
Middle Classes Group : My Linh Dang, My Li Dang, Hoa Hing Duong  
Upper Classes Group : Say Phu Sam, Sin Phu Hoang, Quy Hoi Hoang

### **Chinese New Year Posters Design Contest**

Tieu Nhan Lam, Gia Long Ly, Linh Chong, Say Phu Sam, Gia Man Lam,  
Huy Chi Quan

### **Speech Contest**

Middle Classes Group : Chung Tai McNulty, Dinh Pho Lai , Kien Nghi Ngo  
Upper Classes Griup : The Hong Quan, Hue Quyen Chan, Dinh Chong

### **Presentation Master Contest**

Middle Classes Group : Suc Ai Ly, Tina Loi, Ao Hing Cheung

Upper Classes Group : Tri Jin Chan, Alan Chang, Van Tu Mac

### **Seminars & Discussions**

27.04.96	Alcohol Misuse Prevention Open Day	100 pupils attended
01.06.9	Speech on Children Safety from the Samaritans	123 pupils attended
15.10.96	Speech on fire safety from Deptford Fire Brigade	85 pupils attended
19.10.96	Alcohol mis-use prevention promotion	350 pupils & parents attended
02.11.96	Community Crime Prevention presented by youth & community section of Metropolitan Police	150 pupils attended
18.01.97	Career & further Education	120 pupils attended
08.03.97	Democracy & International Women's Day addressed by Mrs. Joan Ruddock MP	120 pupils attended

### **School Activities**

13.06.96	Annual Sports Day	368 pupils & parents took part
07.07.96	Chinese Dragon Boat Festival Exhibition invited by London Lions' Club	Approx. 2500 people joined the function
13.07.96	Lewisham Peoples' Day Chinese Dance Performance	Approx. 10,000 people joined
21.07.96	A Day trip to Eastbourne	49 people took part
28.09.96	Victoria & Albert Museum Chinese Dance Performance	350 people attended
05.10.96	Fire Drill Practice	Whole school pupils attended
19.10.96	Chinese culture sharing Day	354 people attended
14.12.96	Community School Christmas Party	400 people attended
09.02.97	Chinese New Year Celebration	1050 people attended

### **Funding Resources**

1. Lewisham Community Education	£ 5,845.00
2. Pupils fees	£15,168.00
3. LICA Youth Project	£ 1,000.00
4. Capital Radio	£ 2,100.00
5. BBC children in need	£ 2,100.00
6. The Hilden charitable fund	£ 400.00
7. Youth Association	£ 1,000.00
8. Sundries income	£ 240.00
9. Bank Interest	£ 658.28
10. Leisure Services Department	£ 600.00
11. Summer Playscheme	£ 2,760.00
12. Black History month	£ 640.00
13. Permission from Lewisham Council for free use of the school premises for 34 weeks.	
14. Provision of reading books, video-tapes & teaching materials from the Taipei Representative Office in UK.	

### **The Budget of Chinese Community School for the year 1997/98**

#### **Expenditure**

£ 7.50 x 5 = £ 37.50	Tutor's fee per class
£ 37.50 x 11 = £ 312.50	Tutor's fee for 11 classes
£ 7.50 x 10 = £ 75.00	School Administration & Co-ordination work per week

#### **Total Expenditure Breakdown**

( £ 412.50 + £75.00 ) x 40 = £ 19,500	Tutor fees whole year
£ 450	Audit fee
£ 1,000	Cultural function & Outing
£ 200	Travel Expenses
£ 550	School insurance
£ 400	Exercise books
£ 350	Teaching equipments
£ 1,500	School letting

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£ 23,950

Total

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## EDUCATION IMPROVEMENT PROJECT ANNUAL REPORT 1996-1997

### INTRODUCTION

The Project started in 1992 and has come to its six years of existence. The Urban Aid Programme & Deptford City Challenge have failed to provide further funding for the project and we are now desperately trying to secure funding from other Charity Organisations and the National Lottery and is still waiting for the result.

During the past years, the project has contributed to foster better communication between parents and schools. The number of parents attending school meetings has risen, the quality of discussion about children's educational needs has improved, truancy problem closely monitored and tackled, there has been better understanding about children's behaviour and how to do something about it when things go wrong. The secondary transfer process, application for special education needs, assessment process by the Education Psychologist have all worked more smoothly and efficiently. Moreover, many talks and seminars on current and education issues such as Triad Society, Children's Act, C.V. Writing Skill Workshop, H.I.V. & Aids Workshop, Drugs & Alcohol Prevention, Community Safety & Education and Career Advice were organised for the benefit of the children and parents.

Should the project fails to survive because of financial difficulties, it is likely to have a detrimental effect on the current user groups which include Indo-Chinese students and families, local mainstream schools, Department of Education and other voluntary education agencies in Lewisham. There will be serious implications in particular on ethnic Chinese/ Vietnamese parents and students as they will find it very difficult to bridge the gap between themselves and the schools/teachers concerned because of cultural difference and language barrier. This will inevitably, have adverse effect on the learning and progress of these students which in turn will create other problems.

We anticipate that we should have the recognition we are entitled from the local Education Authority and Council, not only moral support which they are so generously to offer but at least some partial funding as an initiative to other charity organisation funders.

## **1. TALKS & SEMINARS**

### **1.1 Alcohol Misuse Prevention Open Day**

An Open Day was held at the Chinese Community School in April on the topic of Alcohol Misuse Prevention. About 100 students attended. The guest speakers from Alcohol Counselling & Prevention Services briefed the students on items like basic alcohol awareness, alcohol and young people, sensible drinking limit and legislation on alcohol. There was a stall displaying information leaflets & booklets on alcohol related issues from various sources. Small group discussions, questionnaires and competitions were held after the briefing to bring some creative thinking from the participants and also test the knowledge they have obtained from the Talk.

### **1.2 Talk on Community Safety & Crime Prevention**

A Talk on Community Safety & Crime Prevention was held at the Chinese Community School in November. About 120 pupils age between 12 to 20 attended. Guest speakers from Lewisham Community Safety Co-ordination Unit and the Metropolitan Police delivered speeches on relevant topics of interest. Our young people had an opportunity to express issues of concern on their living and school environment, they also indicated a sense of willingness and dedication on crime prevention. Ultimately, it was agreed to find out the possibility to establish a Community Safety Panel at the Chinese Community School.

### **1.3 Education & Career Options for 16+**

A Talk was organised for our students in January on Career & Educational Choices Aged 16 to 18. The Careers Service Education Manager(Lewisham) came along to provide information, advice and guidance for our pupils on education/training courses, employment opportunities, Sixth Form at School & Colleges, College for further education whilst at work, higher education, how to apply UCCA & PCAS, grants & awards the pupils are entitled etc. About 100 pupils attended, they all benefit with a clearer picture of their options in the coming future hence be able to make decisions to the best of their interest.



#### **1.4 Exhibitions on Drugs & Alcohol Prevention at local mainstream secondary schools**

Exhibitions were held at the Deptford Green School & Hatcham Wood School in December and January for the promotion of Drugs & Alcohol Prevention programme. A survey was also conducted by asking the pupils to fill in a questionnaire to learn their knowledge and awareness on drugs and alcohol products. Leaflets in English, Chinese and Vietnamese were also distributed. The exhibitions were received with a warm welcome with more than 150 questionnaires completed and 450 attendants. 150 souvenirs were also distributed. It is anticipated that similar exhibitions will be held at all local mainstream secondary schools whenever resources is available.

#### **1.5 Discussion meeting with local School Headteachers/Representatives**

Discussion meetings with local headteachers/school representatives were held in June and December at the Grinling Gibbons School and Childeric School respectively. The meetings enabled the school teachers and the project worker to have a better understanding of the current needs of the Chinese/Vietnamese students so that concerted efforts can be made to tackle the problem. One major concern raised was about the lack of homework in the primary schools and information on school curriculum taught. The translation of important education documents into the community languages was also a topic for attention. The school headteachers/representatives explained that it was owing to different education system and code of practice that lead to such a misunderstanding, however they had taken notice of the concern and may allocate homework to the Chinese/Vietnamese pupils whenever they think appropriate. Representations was also made to the local Education Department for the translation of the important relevant education documents into the Community language. (Chinese & Vietnamese)

#### **1.6 Literacy 2000 Seminar**

The project worker attended the Literacy 2000 Seminar in November at the Lewisham Civic Suite in Catford. The aim of the seminar is to develop new ways of promoting family education in the Borough through co-operation and partnership between different organisations and a new cross-directorate approach within the Council itself. Bringing together parents, practitioners and key decision-makers to develop and promote family education in Lewisham and identify what work is already done. Participants include local politicians ( 2 MPs ), the health service, the police and members of the education service. The project worker represented the ethnic Chinese minority group in Lewisham. Advocacy was made to the Seminar for the deployment of resources to a Parents' Literacy Programme because most of the ethnic Chinese parents had encountered difficulty in understanding English, thus found it inevitably not compatible to play an active role in their children's education.

### **1.7 Improving Parental Skills for the Indo-Chinese & Vietnamese Communities**

This is the third in a series of programmes, organised by the Mayor's office, which will be targeted at different cultural groups for the advocacy of "Improvement of Parental Skills" in order to bring up our children as better citizens. The gathering was held on the 14th February at the Deptford Town Hall. The project worker had spared no effort for assistance including liaison, co-ordination and translation works. A speech to explain to and encourage the ethnic Chinese/Vietnamese parents to be School Governors was delivered by the project worker. The Mayor, Councillors, Representatives from Education Department, local Headteachers and the Vietnamese home-school liaison worker all deliver speeches on improvement of parental skills and parental involvement in children's education. There were about 40 participants with parents from both the ethnic Chinese and Vietnamese families.

### **2. TRUANCY LINK WORK**

Over the last year, pupils of local mainstream secondary schools playing truancy had been closely monitored by the Deptford Truancy Project, Education Social Work Service and the Project worker. Letters were sent to late-comers, non-attendants and absentees from school at the initial stage. Meetings with the parents and home visits were made to address the seriousness of the problem and find out measures to prevent recurrence. In a particular case, an initial Court warning was served on a parent for her negligence to ensure her son's regular attendance for school. The hard works bore fruits, towards the end of the spring-term, the number of absentees, late-comers and non-attendants all declined.

### **3. PARENTS EVENINGS & MEETINGS**

During the past year, the project worker was invited to attend many parents evenings both at secondary and primary schools. The worker's main task was to act as an interpreter for the parents. In total, it was estimated that the worker had handled over 165 cases and were in contact with more than 75 families.

The main concern of the parents and teachers were that a majority of the ethnic Chinese/Vietnamese students were unable to master the core subjects like English, Mathematics and Science. Some pupils have been able to get extra support through after school reading clubs or individual tuition by subject teachers; however not all the schools concerned can offer similar facilities. It is anticipated that after the completion of the New Chinese School Building in December 1997, and with enough resources, we can operate supplementary classes on English, Mathematics & Science up to GCSE and Chinese up to 'A' level.

#### **4. WORKING WITH EDUCATION PSYCHOLOGIST**

The project worker had on many occasions worked together with the Education Psychologists to interview ethnic Chinese/Vietnamese parents and pupils to identify the need for the admission of the children into the Special Needs Schools owing to learning difficulties, development problems or disruptive/abusive behaviour in class. The project worker also assisted the Education Psychologist in conducting academic aptitude test for the assessment of young beginners who had language barrier or other learning problems. The presence of the project worker served as a bridge for the parents which enabled them to have a better understanding of the professional advice so that decisions can be made for the best interest of their children. It could also assure that the outcome of the assessment tests for the young beginners will best reflect their genuine abilities.

#### **5. OTHER SERVICES**

##### **5.1 DROP-IN SESSION**

Parents still favoured the service of the Drop-in session which operated daily. The main job was for the translation of school circulars and letters or information from the Education Authority to the parents. The turn-up was high, which indicated that the parents were making a genuine effort to understand the local education system and participate the school functions.

##### **5.2 ADVISORY & ENQUIRIES**

Apart from the Drop-in session, many parents also rang up to seek for advice and information on grants application, nursery vouchers, secondary transfer, appeal for school places allocation etc. In most cases, parents were usually accompanied by the project worker to the schools or government departments concerned to settle the matter.

##### **5.3 TRANSLATION & INTERPRETATION**

Over the past year, the project has deployed a lot of effort in translating important informative documents for the Council, Education Authority and Schools. In order to enhance parental involvement in school activities and education matters, parents were entitled to all the relevant information. The schools and government departments concern have realised the needs and therefore seek help in the translation of documents such as new government education policies, school rules and regulations, parent evening letters, meetings and talks etc. Through this service, the project had helped to foster links between parents and schools. Parents might work more efficiently and effectively with schools for the provision of a good education to their children.

## **6. SOCIAL EVENTS**

During the course of the year the project worker had been actively involved in organising many social events for the members of the community and pupils.

### **6.1 Day Trips**

#### **Eastbourne**

A seaside trip to Eastbourne was arranged on the 21st of June with a full coach of 50 children and parents. They enjoy a lovely trip taking a breeze at the scenery beach in the hot summer.

#### **Trips to France**

Coach trips to Calais and Boulogne were organised on the 6th of September and 19th December, parents, children and members of our elderly club had a fruitful shopping tour for gifts and daily commodities.

### **6.2 Summer Camp & Day Outings**

The annual summer camp was held at the Deptford Green School Annex. From the 5th of August to 10th August. A total of 80 children age between 8 to 16 attended. A variety of activities were specially catered for the children which included traditional Chinese dance, Chinese arts & craft making, traditional Chinese games, paint-brush, needle-work, I.Q. games & swimming sessions. The School session of the summer camp ended with a ceremony and exhibition of all the craftworks and paintings by the children.

During the second week (12th August to 18th August) a tour of 52 participants was organised to visit Lockomond and Hawkshead. The children took the chance to broaden their knowledge of the country geographically and learn the value of a co-operative community as well as enjoying their summer vacation.

### **6.3 Christmas Party**

As a tradition, all workers in the community were involved with the preparation works of the Christmas party for the Elderly & students at the Chinese School. The project worker had written to commercial organisations and Charity Bodies for small donations of money or gifts. On 12th December, a Christmas party was held at the Elderly Club at Etta Street Community Hall, the Mayor of Lewisham, some councillors and officers from various Government departments attended. A gourmet lunch was served with karaoke competition and lucky draw which added to the festivities. A separate Christmas party was also held at the Chinese Community School on 14th December where more than 300 students were able to share the joy of Christmas.

#### **6.4 Chinese New Year Celebration**

The annual Chinese New Year Celebration Performance was held at the Lewisham theatre on the 9th of February. The performance was extremely successful with a full attendance by a wide spectrum of people in Lewisham and neighbour boroughs. The success can be attributed to all members of the staff who were involved in the preparation works at the Chinese Community School.

The project worker had organised a Chinese New Year Card competition with the Mayor's office to promote the function. We got more than 80 entries and prizes were presented to the winners at the interval of the performance by the Mayor.

In addition, the worker also spent a day at the Grinling Gibbons School to present an assembly and organised a workshop to demonstrate commodities for traditional Chinese New Year. All members of the school participated and the pupils found the occasion very interesting and refreshing.

### **7. ANNUAL QUESTIONNAIRE EVALUATION**

Evaluation Questionnaires were sent to all users including school teachers, parents and pupils in mid-February. It was catered for the survey of the project and collection of constructive opinions for further improvements. The outcome was most encouraging. All the teachers and parents concerned were satisfied and pleased with the work of the past year and the pupils also contributed by expressing their requests for organising more outdoor activities and talks on topics of their interest.

### **8. FUND-RAISING**

With the expiration of funding from Deptford City Challenge from April 1997, over the past year, the project had been actively engaged in trying to secure funding for the forth-coming year. Much effort and time were deployed to fill in the fund application forms. Applications were made to more than 30 Charities including the National Lottery, six of them had agreed to consider our application and we were still waiting for the result.

## 9. STATISTICS SUMMARY 1996/97

1996-1997	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Advice & Link Work	5	9	91	72	177
Interpreting & Translating Work	59	56	190	123	428
Education Welfare Work	5	16	36	29	86
Meetings & other case work	18	32	19	26	95
Administration & General Work	5	21	73	89	188
<b>Total</b>	<b>92</b>	<b>134</b>	<b>409</b>	<b>339</b>	<b>974</b>

## FINANCIAL STATEMENT 1996/97

### Income

T.S.B. Funding	£ 1,000.00
Deptford City Challenge	£16,500.00
Bank Interest	£ 122.98

<b>Total</b>	<b>£17,622.98</b>
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### Expenditure

Advertisements (Sing Tao) Ltd.	£ 72.00
Audit fees (Sargeant & Co.)	£ 559.88
Telephone Bills (BT)	£ 296.64
Photocopying fees (Ricoh UK Ltd.)	£ 57.63
Membership fees (London Indo-Chinese Assn.)	£ 20.00
Electricity fees (London Electricity)	£ 60.17
Gas fees (British Gas)	£ 54.11
Christmas Party Contribution (Elderly Club)	£ 50.00
Contribution to Self-Help Project ( for office use)	£ 1320.00
Stationery (Paramount Paper Sales)	£ 83.19
Stamps	£ 112.00
Annual Salary, Tax & N.I. Return of 1 Project worker	£ 14707.56

<b>Total</b>	<b>£ 17,393.18</b>
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## CONCLUSION & FUTURE PLANS

Should the Project be able to survive by securing enough funding in the near future, It has targeted four strategic priorities for the current year. These are :

1. Application for Permanent Funding -- many efforts had been spent to secure for funding; hence the survival of the project. It would be more pragmatic to secure a permanent funding from the local education authority/council for the long-term planning of the project.
2. With the completion of the new Chinese School Building in December 1997, it is anticipated that supplementary classes on core subjects like English, Mathematics & Science can be operated for the well being of the students concerned. Chinese up to GCSE and 'A' level will also be taught.
3. A library of standardised translation forms/circulars for local mainstream schools will enable a better communication between the school and parents and administration convenience. The translation of important education documents especially policies, new measures and benefits will also offer valuable assistance to Parental involvement among the ethnic Chinese/Vietnamese families.
4. The establishment of a community safety panel at the Chinese Community school is eminent to the Indo-Chinese Community; it will enhance the sense of co-operation participation and dedication to the community as well as combating crime and improve the living and school environment. Much more effort will be targeted on drugs prevention by indoctrination and information about drug abuse problems. Whenever possible, frequent exhibitions with provision of informative materials of drug prevention will be held at mainstream secondary schools to address the issue because there is strong indication from a reliable source that some youths from the Indo-Chinese community are becoming heroine addicts.

We do not anticipate that the problems in these areas will be solved within the next year. However prioritising these three areas will focus the efforts of the Project on identifiable needs and problems, hence enable the development of realistic programmes to address these. Once established, programmes will be sustained for as long as they are required, be that for a fixed or an indefinite period. The establishment of new priorities in future years therefore will not signify that the existing priorities have been dealt with and the problem solved, but rather that the Project is satisfied that an adequate response to the problems is under way and will continue.

# **DRUGS MISUSE PREVENTION PROJECT ANNUAL REPORT**

**(1st. April 1996 - 31st. March 1997)**

## **1. INTRODUCTION**

This report represents the project of drugs misuse prevention undertaken in Lewisham Indo-Chinese Community during the period from April 1996 to March 1997. This project is a specialist drug prevention service targeting on more than 2500 Indo-Chinese people in the London borough of Lewisham. The Indo-Chinese community has now been settling in the borough for more than 15 years. This community is not a homogeneous society -- its majority of people came from Vietnam. There are two main languages within the community: Chinese (Cantonese) and Vietnamese. Written and spoken communications have to be in different languages or dialects depending on their background and age groups. The general mentality and feelings of the community towards drugs problems have been sensitive and insecure. There are some serious drug related cases within the Indo-Chinese community. This information was found by the project worker in liaisons with Chinese Community School, local mainstreams schools, local Medical Centres and other local organisations that deal with drug problems. This project is practically running on part-time basis (three working-day a week). The aim of the project is to raise drugs awareness and to stimulate the willingness and ability of whole community to resist the misuse of drugs, by means of offering information, encouragement and support.

## **2. ESTABLISHING WORKING RELATIONSHIPS**

The project worker post has been filled twice in last financial year. Upon taking the appointment, the project worker (Hua Jiang and later Wenxia Ji) contacted more than thirty organisations to introduce the drugs prevention service provided by Lewisham Indo-Chinese Community. This helped to establish effective working relationships with the corresponding organisations, and enabled us to work together to ensure the efficient and effective use of all available resources. The project worker has built up a trusting relationship between the project and the students at the Chinese Community School. In addition, to make sure that the project receives as wide publicity as possible, the project worker has been undertaking outreach work in terms of liaisons with local mainstreams schools, local medical centres and local libraries.

## **3. PROGRESS AND PERFORMANCE**

The main objectives of this project are:



- ⇒ To offer information, advice and support on Drugs use/Misuse related issues to the community;
- ⇒ To provide translation/interpretation in Chinese and Vietnamese and to produce posters & leaflets on drugs misuse prevention topics;
- ⇒ To provide various education activities on drugs misuse prevention, especially among young people in the community;
- ⇒ To distribute and circulate related information.

Over the last financial year, the following education activities aiming at these objectives have been organised

- \* Taking the opportunity of Alcohol Misuse Prevention Open Day held on 27 April 1996 at the Chinese Community School, a stall consisted of drugs related information in the form of posters, booklets and leaflets were set up. There were about 100 students aged from 13-22 participated this event.
- \* A one-day event titled 'Deptford Healthday' was organised by Deptford City Challenge on 8 June 1996 in order to promote healthy eating and living. There were about three hundred people coming to the event. As a part of this event, Drugs Misuse Prevention Project set up a promoted stall there. Leaflets and other information on drugs and related issues were on display and given to people who visited our stall.
- \* Lewisham People's Day, the annual community festival, organised by London Borough of Lewisham on 13 July 1996, provided an opportunity for the whole community to come together and celebrate the diversified talents of the Borough. It was also a major opportunity for community groups to raise fund and publicise their service activities. The day was packed with fun, entertainment, festivities and activities for everyone. Drugs Misuse Prevention Project was one of the Lewisham Indo-Chinese community's projects promoted at the event. A stall was set up, leaflets, promotional pens and other information on drugs and related issues were on display and circulated to people who visited our stall.
- \* During the first week of the Summer Play Scheme in August, the project worker went to the Chinese Community School and participated all the activities with the children. This provided a good opportunity for drug misuse prevention education to those student attended the Scheme. A stall displaying drugs and alcohol related leaflets and information were set up, and the leaflets were circulated to the students as well as their parents.

- \* Exhibitions about Drug and Alcohol were organised at the Chinese Community School, and at Deptford Green School, on 19 October and the 6 December, 1996, respectively. A stall consisted of graphical demonstration, leaflets and booklets on drug and alcohol related issues was set up there. At the Chinese Community School, there were about 350 students aged from 5 to 22 and some parents and guests attended the exhibition, while at Deptford Green School, there were 120 students attended and 60 of them completed the questionnaire. Leaflets/booklets were distributed/circulated during the exhibitions.
- \* The first session of seminars on community safety & crime, drug & alcohol misuse prevention was organised by the Project Worker, jointly with the Education Development Worker, at the Chinese Community School on 2 November 1996. Two speakers, Mr. Jacob Veale, the Community Safety Co-ordinator of London Borough of Lewisham, and Mr. Alan Thompson, the Community and Youth Officer of the Metropolitan Police, were invited as the guest speakers to address the congregation on relevant topics. There were about 100 students aged from 13 to 22 of the Chinese Community School participated the seminar. After the speakers' talk, the students were divided into 9 groups for discussing and raising questions. The speakers answered those questions from the students. A stall was set up to display information, leaflets and booklets on Drug & Alcohol related issues.
- \* For the purpose of measuring the service, an evaluation survey on drug and alcohol misuse prevention was carried out. The evaluation consists of 6 aspects. There were 125 student in the Chinese Community School, aged from 11 - 21, selected for the evaluation.
- \* At the Christmas party hosted at the Community's Elderly Club, drug related leaflets and booklets were distributed/circulated to about 90 people who attended the party.
- \* Promotion activities titled 'Drugs & Alcohol Misuse Prevention' were organised by the project worker at Hactham Wood School and Addey Stanhope School on the 5th. of February, and the 2nd of March, 1997, respectively. A stall was set up there consisted of a graphical demonstration and leaflets/booklets on drug related issues from various sources. About 180 students at Hactham Wood School and 120 students at Addey Stanhope School attended the exhibition. Leaflets and booklets were distributed to those students. Also, a questionnaire with 12 questions relating to drugs and alcohol was designed and conducted among the students. The purpose of the questionnaire was to examine young people's knowledge about drugs and alcohol, and to find out what messages they have received, as well as where they are 'at'. Sixty students at Hactham Wood School and fifty-five students at Addey Standhope School completed the questionnaire.

- \* To enhance liaison between service and clients, an event to promote drugs & alcohol misuse prevention was organised by the project worker at Community Elder Club on 30/01/1997. Its aim was to raise the basic awareness and to providing information on drugs and alcohol related issues among older people. An information stand was set up which consisted of related leaflets and booklets (most of them were in Chinese and Vietnamese). About 22 elder people attended the event.
- \* In order to develop a systematic approach, and to promotion public awareness of the drugs & alcohol use/misuse amongst the whole community, the project worker visited several secondary schools, including Preadergas School, Haberdashers' Aske's Hatcham College and Deptford Park School, etc., in which there is a high percentage of Indo-Chinese students. Also, the project worker contacted the Practice Manager of Kingfisher Medical Centre, of Waldron Health centre and of Grove Medical Centre, with respect to the issue of how to get in touch with community member, ensuring the service to receive as wide publicity as possible, especially among middle aged people.
- \* Taking the opportunity of organising the Chinese New Year Celebration party held at Lewisham Theatre on 9th. February, 1997, an promotion stand was set up at the entry hall. About 1000 people attended the celebration party and leaflets/booklets on drugs and alcohol related issues were distributed.
- \* Organising promotion on issues related to drug and alcohol misuse prevention at Catford Library on 26 of Feb. In addition, for the purpose of delivering the service to more users, two promotion boards were set up at the Library for two weeks from 26 Feb. 1997 - 10 Mar 1997.
- \* Arranging the publication of the new leaflets titled 'Solvents' and "Magic Mushrooms" on Chinese Quarterly Magazine. The magazine was distributed to families, organisations and Libraries all over the great London, in the quantity of 300.
- \* In addition, a promotion on drugs and alcohol misuse related issues was organised at Grove Medical Centre, where at least a quarter of the clients are Indo-Chinese people. A large promotion board with leaflets ( most of which were in community languages ), slogans and graphical demonstration were set up at waiting room for the period of four weeks from 25th. March 1997 - 22nd. April 1997. The support from Ms Janet Russell, practice manager, and Dr Riley, made the event more efficiently.

In addition, the project worker attended the two-days Joint Drug & Alcohol Trainers' Forum Conference (18-19 November 1996), run by Standing Conference on Drug Abuse and Alcohol Concern, in Nottingham.

#### **4. EDUCATION LEAFLETS**

Since this project emphasises on education prevention, it is crucial to get clear and easy-to-read messages across the whole Indo-Chinese Community so that maximum educational result can be achieved. Based on this idea, and also on the information obtained from Department of Health, Health Education Authority and other sources, a series of educational leaflets on drugs were designed, translated into Chinese and Vietnamese. Some of them were also available in English. These leaflets were produced in the quantities of four hundred each:

- Leaflet 1: DRUG LAWS
- Leaflet 2: HEROIN (H, SMACK, BROWN)
- Leaflet 3: COCAINE (CHARLIE) AND CRACK (ROCK)
- Leaflet 4: AMPHETAMINE (SPEED, WHIZZ)
- Leaflet 5: MDMA (ECSTASY, E)
- Leaflet 6: SOLVENTS
- Leaflet 7: MAGIC MUSHROOMS

The above leaflets were circulated and distributed via the Community Centre, the Youth Club, the Elderly Club, the Chinese Community School. They were also sent to other Chinese Communities in London, local health centres (Kingfisher Medical Centre, Grove Medical Centre and Waldron Health Centre), local mainstream schools (Deptford Green School, Addey Stanhope School and Heatham Wood School), as well as local libraries (Lewisham Library, Catford Library, Wavelength Library and Leisure Centre, New Cross Library). Also, they were published in our Chinese Quarterly Magazines.

#### **5. DATA COLLECTION**

The main aim of this project is to raise the awareness of drug -related issues in Lewisham Indo-Chinese community, targeting on more than 2500 people. It is not a specialist project to directly provide services such as advocacy, befriending, or complementary therapies, etc. The main objectives of the project is to distribute and circulate materials/information on drug misuse issues; to provide translation/interpretation into Chinese and Vietnamese and to produce posters & leaflets on alcohol misuse prevention topics; and to provide various education activities on drug misuse prevention, encouraging members of the community to participate the learning process. Following is the data collection from the last financial year:

- \* number of leaflets designed and produced:  
7 (in the quantities of 600 each, in Chinese and Vietnamese. Some of them were also available in English);
- \* number of educational talks:  
1 (about 100 students attended);
- \* number of exhibitions and public events:  
14
- \* number of questionnaires and survey carried out:  
4 (3 questionnaires and 1 survey)
- \* number of leaflets/booklets distributed:  
2000

## **6. MONITORING AND EVALUATION**

In order to monitor the progress and plan for the future development, both regular internal and scheduled external evaluations and assessment were carried out. The project worker has worked under the supervision of the Co-ordinator, in conjunction with the management committee. Project meeting was held every 5 weeks, while the management committee meeting took place quarterly. At these meetings, the project worker presented reports on progress and performance of the previous 5 weeks, and proposed the work plan for the next 5 weeks. Also, the funder and purchaser of this project are kept well informed by receiving project meeting reports, quarterly reports and work plan for the future.

A meeting with the L. S. L. Health Commission Officer, Mr Donald Lavoie, was held on 22 April 1996. Both the Community Co-ordinator and the project worker attended the meeting. It provided the Health Commission Officer the opportunity to assess and monitor the progress being made on the project. It also helped communication between ourselves and the monitoring agencies.

## **7. EQUAL OPPORTUNITIES**

An effective link with a variety of members and groups from the community has been established through the Community Centre, the Chinese Community School and the Elderly Club, etc. Clear information about the services has been presented to all the

community members by means of providing drug related information/materials and publishing in the Chinese Quarterly Magazine. To ensure that no job applicant or employee receives less favourable treatment on the ground of race, ethnic, sex, and physical disability, etc., the job vacancy was advertised on the newspaper and distributed throughout the community. The community's equal opportunity working party has kept under review to ensure that individuals are selected, promoted and treated on the basis of their relevant merits and abilities. Users of the services are encouraged to make suggestions and comments, as well as to stand for the election of the members of the management committee.

## 8. FINANCE STATEMENT

## INCOME & EXPENDITURE ACCOUNT OF DRUGS AND ACOHOL MISUSE PREVENTION PROJECT

(for the period 1 April 1996 to 31 March 1997)

## Income

Balance as on 31/03/1996	£ 3820.12
Lewisham Commission	£ 10000.00
Alcohol Concern	£ 13824.00
Health Education Authority	£ 500.00
Bank Interest	£ 80.64

£ 28224.76

## Expenditure

Capital Expenditure (Computer (printer & Glare Screen)	£ 1276.05 £ 390.10
Salaries	£10762.56
Employer's NI contribution	£ 4120.53
Professional Charges (for last year)	£ 287.88
Premises (rent, heat, Tel, electricity)	£ 1612.65
Travel & Training & Conference & Printing films	£ 705.57
Advertising Recruitment	£ 192.00
Communication & Publicity (copy, stamps, pen, mugs)	£ 1201.79
General Administration and Stationery	£ 1558.37

£22107.50

\*£ 6117.26

Balance as on 31/3/1997

Outstanding (professional fee)

\* Included alcohol project's April - June grant of 96/97

## 9. CONCLUSION

Over the last financial year, we have developed a programme in terms of various educational activities, including 1 education talk, 14 public events/exhibitions, 3 questionnaires and 1 survey. These activities directly reached about 1150 people within the community. A series of leaflets (in both Chinese and Vietnamese, and some are in English as well) on drug related issues were designed and produced. They are distributed and circulated through the Community Centre, the Elderly Club, the Youth Club, local libraries and clinics, and main stream schools, including the Chinese Community School. Also, they were published in the Chinese Quarterly Magazine.

The survey was carried out in terms of the annual evaluation, which consists of 6 aspects. There were 125 student in the Chinese Community School, aged from 11-21, were selected for the evaluation. Details and statistics result of the evaluation is listed in the Appendix.

In summary, most users have a positive impression over the services of this project. They feel it is important and helpful, and therefore hope more related activities can be carried out in the future. As shown by the result of the evaluation, there is a certain number of the young people within the community have a history of drinking alcohol, and a few of them have tried drugs. In addition, only a part of those young students who have tried drugs/alcohol have actually changed their mind and did give up taking drug or drinking alcohol after receiving the service of this project. Hence, there is still a long way and hard work needed to carry on for the project. This is in fact a matter that needs more efforts and time. Young people, as well as their parents, relatives and friends should be provided more effective education and factual information about drugs with the aim of preventing their misuse. In addition, in order to make the programme of the project more efficient, and hence to provide more successful services, the project needs more internal and external support, and more good quality training opportunity for the project worker.

## APPENDIX

### Contents and Statistic Result of the Evaluation:

Which aspects of the Drug & Alcohol Misuse Prevention Service did you find most useful in terms of helping you to decide about the related issues?

- a. The education talks ☐
- b. The question and answer sessions ☐
- c. Exhibition ☐
- d. The group discussion ☐

52 (42%) students selected 'a'; 19 (15%) students selected 'b'; 35 (28%) students selected 'c'; and 38 (31%) students selected 'd'. (some students selected more than one choices)

**Do you think you have gained more knowledge about alcohol and drugs from the education programmes?**

Yes ☐ No ☐

87 (70%) students selected 'Yes'.

**Have you changed your attitude about alcohol and drugs after attending the education programmes?**

Yes ☐ No ☐

53 (43%) students selected 'Yes'.

**Do you drink alcohol (including 'alcopops') or take drugs?**

a. Drink alcohol Yes ☐ No ☐

b. Take drugs Yes ☐ No ☐

If yes, have you changed your mind after attending the education programmes?

Yes ☐ No ☐

and, have you given it up afterwards?

Yes ☐ No ☐

29 (23%) students selected 'Yes' for 'a', and 3 (2%) students selected 'Yes' for 'b', where 7 of them stated that they have changed their mind after attending the education programmes, and 5 confirmed that they have given up drinking alcohol/taking drugs afterwards.

**Do your parents drink alcohol or take drugs?**

a. Drink alcohol Yes ☐ No ☐

b. Take drugs Yes ☐ No ☐

If yes, have you tried to help them to give up drinking alcohol/taking drugs?

Yes ☐ No ☐

and have they actually given it up afterwards?

Yes ☐ No ☐ One ☐ Both ☐

56 (45%) students selected 'Yes' for 'a', and 3 (2%) students selected 'Yes' for 'b', where 16 of them stated that they have tried to help their parents to give up drinking alcohol/taking drugs, and 5 confirmed that their parents did give up afterwards.

**Do your friends drink alcohol or take drugs?**

a. Drink alcohol Yes ☐ No ☐

b. Take drugs Yes ☐ No ☐

If yes, have you tried to help them to give up drinking alcohol/taking drugs?

Yes ☐ No ☐

and have they actually given it up afterwards?

52 (42%) students selected 'Yes' for 'a', and 27 (22%) students selected 'Yes' for 'b', where 16 of them stated that they have tried to help their friends to give up drinking alcohol/taking drugs, and 7 confirmed that their friends did give up afterwards.



# **ALCOHOL MISUSE PREVENTION PROJECT ANNUAL REPORT**

(FEBRUARY 1996 - NOVEMBER 1996)

## **1. Progress and Performance So Far**

This Project was set up in December 1995. It is a specialist alcohol service targeting more than 2500 Indo-Chinese people in Lewisham, where London's Indo-Chinese are highly concentrated. The main aim of this project is to raise the awareness of alcohol related issues in the community. The main objectives of this project are:

- To offer information, advice, support, outreach work and choice on Alcohol Misuse issues to the community;
- To provide translation/interpretation into Chinese and Vietnamese and to produce posters & leaflets on alcohol misuse prevention topics;
- To provide various education activities on alcohol misuse prevention, especially among young people in the community, and encourage members of the community to participate the learning process;
- To distribute and circulate related information.

The actual project work was started in mid February 1996 due to the delay in recruiting the project worker. Upon taking the appointment, the worker (Mrs Hua Jiang, and later, Mrs Wenxia Ji) contacted nearly thirty organisations to introduce the Alcohol Prevention Service provided by Lewisham Indo-Chinese Community.

Self study was carried out by the Worker to understanding the issues relevant to the project. Publications and literatures on alcohol related issues were ordered or collected from various resources.

A new computer system was purchased for this Project in April 1996. It has replaced an old computer and enabled the Worker to work more efficiently in producing presentable leaflets, posters, general correspondence and reports, and maintaining the corresponding data.

Every effort has been made to ensure this Project receive as wide public as possible, even when the promotion work had to be carried out at weekends. The following education activities have been organised:

- **ALCOHOL MISUSE PREVENTION "OPEN DAY"**

In order to raise the basic alcohol awareness among young people, an Open Day was held at the Chinese Community School on 27 April 1996. There were about 100 participants aged 13-22. A speaker and two voluntary helpers had been invited from ACAPS. The activities included a video programme on alcohol and young people, group discussions and an introduction on sensible drinking limit. A questionnaire was conducted towards the end to find out some background information about students and their drinking habit, it also helped to evaluate the activity and the speaker. A competition with a quiz on law and young people drinking was also held to bring some creative thinking and to

test their knowledge. A stall was set up to display information, leaflets and booklets on Alcohol related issues from various sources.

- **DEPTFORD HEALTH DAY**

A one-day event was organised by Deptford City Challenge on 8 June 1996 promoting healthy eating, drinking and living. There were about three hundred people coming to the event. Alcohol Misuse Prevention Project was one of our projects promoted at the event. A stall was set up, leaflets and other information on alcohol and related issues were on display and given to people who visited our stall.

- **LEWISHAM PEOPLE'S DAY**

An annual community festival organised by London Borough of Lewisham on 13 July 1996 provided opportunity for the whole community to come together and celebrate the diversified talents of the Borough. It was a major opportunity for community groups to fund raise and publicise their service activities. The day was packed with fun, entertainment, festivities and activities for everyone. Alcohol Misuse Prevention Project was one of our projects promoted at the event. A stall was set up, leaflets, promotional pens and other information on alcohol and related issues were on display and circulated to people who visited our stall.

- **SUMMER PLAY SCHEME STALL DISPLAY**

During the first week of the Summer Play Scheme in August, the worker went to the Chinese Community School and participated all the activities with the children, which provided a good opportunity for alcohol misuse prevention education. A stall displaying alcohol leaflets and information were set up, and the leaflets were also circulated to children as well as their parents.

- **INDO-CHINESE ALCOHOL MISUSE PREVENTION DAY**

In conjunction with the Chinese Culture Sharing Day held on Saturday, 19 October 1996, a further Alcohol Misuse Prevention Day was organised by the Project Worker at the Chinese Community School. There were about 350 students and some guests and parents to the Chinese Culture Sharing Day participated the event. There was a stall consisted of a graphical demonstration, leaflets and booklets on Alcohol related issues from various sources. A questionnaire with 13 questions relating to Alcohol was conducted among the students to find out their knowledge about alcohol, their drinking history, etc. In addition, there were about 100 students participated the 'ALCOPOPS' SCHOOLS SURVEY. The aim of this survey is to find out how much the students

which will gain media coverage and public interest for the Sensible Drinking messages and also to promote the work of their own organisation. The Application was successful, and the money was spent on promotional plastic mugs with logo design on, used in organising the Lewisham Indo-Chinese Alcohol Misuse Prevention Day on 19 October 1996, in conjunction with the Black History Month 1996-an annual event held in Lewisham. This small grant helped to promote our service more effectively and make the day's event more interesting and attractive.

For the purpose of enhancing the related knowledge and skills and hence to ensure the service quality of this Project, the Project Worker has undertaken a series of training relevant to the area of the project, including:

- **BASIC ALCOHOL AWARENESS TRAINING**

Two sessions of two-day training courses run by ACAPS (Alcohol Counselling And Prevention Services) on 25-26 March 1996, and 4-5 November 1996, respectively. During these two training courses, the worker had the opportunity to obtain the basic facts and knowledge about alcohol and related issues.

- **11TH ALCOHOL WORKERS' SYMPOSIUM**

New Counsellor Module (13 -15th May 1996) organised by Alcohol Concern was a certificated two-day training covering parts of the new National Alcohol Concern Vocational Training Pace - Talking it through and aspects of counselling and alcohol awareness.

- **GRANTS PROGRAMME STAGE II - OUTCOME MONITORING**

The first two sessions (two half days, 19 June 1996 and 21 October 1996) of training programme on outcome monitoring. They covered the definition and how to set-up outcome monitoring.

- **TRAINING: TOOLS FOR SUCCESS**

A two-day Joint Alcohol & Drugs Trainers' Forum Conference (18 -19 November 1996) run by Alcohol Concern and Standing Conference on Drug Abuse. During these two-days training courses, the worker had the opportunity to obtain the capability for explain the most important factors in helping adults learn and list a variety of teaching techniques and state how and when they can be used.

## **2. DATA COLLECTION**

The main aim of this project is to raise the awareness of alcohol related issues in Lewisham Indo-Chinese community, targeting more than 2500 people. It is not a

know about alcoholic drinks, especially the new Alcoholic 'Soft' Drinks, i.e., the so-called 'ALCOPOPS'.

- **JOINT SEMINAR ON COMMUNITY SAFETY & CRIME, DRUG & ALCOHOL MISUSE PREVENTION**

The first session of seminar on community safety & crime, drug & alcohol misuse prevention was organised jointly with the Education Development Worker at the Chinese Community School on 2 November 1996. Two speakers the Community Safety Co-ordinator of London Borough of Lewisham Jacob Veale and the Community and Youth Officer of the Metropolitan Police Alan Thompson were invited as the guest speakers to address the congregation on relevant topics. There were about 100 students aged from 13 to 22 from the Chinese Community School participated. After the speakers' talk, the students were divided into 9 groups for discussing and raising questions. The speakers answered those questions from the students. There was stall set up to display information, leaflets and booklets on Drug & Alcohol related issues, at the end of this session, a survey about 'alcopops' was carried out, where 31 students completed the survey.

Since this Project emphasises on prevention and education, it is crucial to get clear and easy-to-read messages across the whole Indo-Chinese Community so that maximum educational result can be achieved. Based on this idea, and also on the information obtained from Department of Health, Health Education Authority, Alcohol Concern, Drink Line and other sources, a series of alcohol educational leaflets covering wide topics were produced. They were designed, translated into both Chinese and Vietnamese, typed and produced in the quantities of 600 each:

- Leaflet 1: WHAT IS ALCOHOL
- Leaflet 2: WHAT IS SENSIBLE DRINKING
- Leaflet 3: DRINK DRIVING HAS LASTING EFFECTS
- Leaflet 4: WOMEN AND ALCOHOL
- Leaflet 5: YOUNG PEOPLE AND ALCOHOL
- Leaflet 6: ALCPOPS

The above leaflets were circulated and distributed via the Community Centre, the Youth Club, the Elderly Club, the Wavelength Library and the Chinese Community School. They were also sent to other Chinese Communities in London, local health centres, and published in our Chinese Quarterly Magazines.

In addition, in order to promote this project more effectively and take a more active part in local public events, we have ordered promotional ball pens and exercise books with the Project Logo design on. We have applied a small grants (£500) offered by the Health education Authority, through its Alcohol Briefing Day - Local Grant Scheme. The aim of this grant is to assist local organisers to organise an event or hold an activity

specialist project to directly provide services such as advocacy, befriending, or complementary therapies, etc. The main objectives of the project is to distribute and circulate materials/information on Alcohol Misuse issues; to provide translation/interpretation into Chinese and Vietnamese and to produce posters & leaflets on alcohol misuse prevention topics; and to provide various education activities on alcohol misuse prevention, encouraging members of the community to participate the learning process. Following is the data collection from the first nine months work:

- number of various leaflets designed and produced:  
6 (in the quantities of 600 each, in both Chinese and Vietnamese);
- number of educational talks:  
2 (about 250 students attended);
- number of exhibition and public events:  
4 (reached about 1150 people);
- number of cases in which advises/information are provided:  
8
- number of questionnaires/survey/quiz carried out:  
5 (2 questionnaires, 2 survey, and 1 quiz);
- number of leaflets/booklets distributes:  
2500.

### **3. MONITORING & EVALUATION**

In order to monitor the progress and plan for future development, both regular internal and scheduled external evaluations and assessment were carried out. The project worker has worked under the supervision of the Co-ordinator, in conjunction with the management committee. Project meeting was held every 5 weeks, while the management committee meeting took place quarterly. At these meetings, the project worker needed to make reports on progress and performance of the previous 5 weeks, and to propose the work plan for the next 5 weeks afterward. Also, the funder and purchaser of this Project are kept well informed by receiving project meeting reports, quarterly reports and any work plans for the future.

A meeting with Alcohol Concern Development Officer, Mr Peter Lewis, was held on 18 April 1996. Both the Community Co-ordinator and the Project Worker were present. It offered the opportunity for the funder to examine the progress that has been made since the start of the Project, set guidelines for future development and give advice. Satisfaction was expressed as the result of the meeting.

In addition, a meeting with the L.S.L. Health Commission Officer, Mr Donald Lavoie, was held on 22 April 1996. Both the Community Co-ordinator and the Project Worker were present. It provided the Health Commission Officer a chance to assess and monitor the progress being made on this Project. It also helped communication between ourselves and the monitoring agencies.

#### **4. OUTCOMES**

The project was selected to participate a pilot study undertaken by Alcohol Concern to look at the feasibility of accrediting local alcohol services against the AC published minimum standards. We were asked to offer our service for assessment against one of the four key principles (i.e. Resource Efficient) contained in the Minimum Standards document "Quality in Alcohol Services". During the appraisal stage from June to July, two visits from AC to our Community Centre were made and there were detailed discussions about the minimum standards of the Principle - Resource Efficient. Two sets of documentation were prepared and submitted to Alcohol Concern before the deadline on 22 July. The assessment visit by Sarah Webb for Alcohol Concern and Mike Ward from Surrey Social Service took place on 20th August. During the assessment visit, we were assessed on how well we understand our allocated key principle and whether the systems are in place to meet the prescribed standards. We were also asked to give examples of previous practices which demonstrate that the standards have been met.

In order to meet the objectives of the project, over the past nine months, we have developed a programme in terms of various educational activities, including 2 educational talks, 4 exhibition/public events, 5 questionnaires/survey/quiz. These activities directly reached about 1150 people within the community. A series of leaflets (in both Chinese and Vietnamese) on the legal and health aspects of alcohol use were designed and produced. They are distributed and circulated through the Community Centre, the Youth Club, Elderly Club, local libraries, clinics and main stream schools, including the Chinese Community School. Also, they were published in the Chinese Quarterly Magazine.

For the purpose of measuring the service, an annual evaluation on drug and alcohol misuse prevention was carried out. The evaluation consists of 6 aspects. There were 125 student in the Chinese Community School, aged from 11 - 21, were selected for the evaluation. The statistics result of the evaluation is as below:

**Which aspects of the Drug & Alcohol Misuse Prevention Service did you find most useful in terms of helping you to decide about the related issues?**

- a. The education talks ☐
- b. The question and answer sessions ☐
- c. Exhibition ☐
- d. The group discussion ☐

52 (42%) students selected 'a'; 19 (15%) students selected 'b'; 35 (28%) students selected 'c'; and 38 (31%) students selected 'd'. (some students selected more than one choices)

**Do you think you have gained more knowledge about alcohol and drugs from the education programmes?**

Yes ☐ No ☐

87 (70%) students selected 'Yes'.

**Have you changed your attitude about alcohol and drugs after attending the education programmes?**

Yes ☐ No ☐

53 (43%) students selected 'Yes'.

**Do you drink alcohol (including 'alcopops') or take drugs?**

a. Drink alcohol Yes ☐ No ☐

b. Take drugs Yes ☐ No ☐

If yes, have you changed your mind after attending the education programmes?

Yes ☐ No ☐

and, have you given it up afterwards?

Yes ☐ No ☐

29 (23%) students selected 'Yes' for 'a', and 3 (2%) students selected 'Yes' for 'b', where 7 of them stated that they have changed their mind after attending the education programmes, and 5 confirmed that they have given up drinking alcohol/taking drugs afterwards.

**Do your parents drink alcohol or take drugs?**

a. Drink alcohol Yes ☐ No ☐

b. Take drugs Yes ☐ No ☐

If yes, have you tried to help them to give up drinking alcohol/taking drugs?

Yes ☐ No ☐

and have they actually given it up afterwards?

Yes ☐ No ☐ One ☐ Both ☐

56 (45%) students selected 'Yes' for 'a', and 3 (2%) students selected 'Yes' for 'b', where 16 of them stated that they have tried to help their parents to give up drinking alcohol/taking drugs, and 5 confirmed that their parents did give up afterwards.

**Do your friends drink alcohol or take drugs?**

a. Drink alcohol Yes ☐ No ☐

b. Take drugs Yes ☐ No ☐

If yes, have you tried to help them to give up drinking alcohol/taking drugs?

Yes ☐ No ☐

and have they actually given it up afterwards?

52 (42%) students selected 'Yes' for 'a', and 27 (22%) students selected 'Yes' for 'b', where 16 of them stated that they have tried to help their friends to give up drinking alcohol/taking drugs, and 7 confirmed that their friends did give up afterwards.

In summary, most users have positive impression for over all service of this project. However, the result of the evaluation shows that there is a certain number of the young people within the community have a history of drinking alcohol, and only a part of them have changed their mind and did give up drinking alcohol after receiving the service of this project. Therefore, more effective alcohol education specially for young people is needed. This is in fact a matter that needs more efforts and time. Young people should be given more factual information about alcohol with the aim of minimising harm. In addition, since family and friends have a strong influence on the drinking behaviour of the young people, it is necessary to raise the awareness of alcohol related issues in a wider range across the community. In order to provide better service make the grants programme successful, the project needs more internal and external support, and more good quality training opportunities for the project worker.

## **5. EQUAL OPPORTUNITIES**

All service have been provided to the refugees from Indo-China included Cantonese and Vietnamese. Link with a variety of members and groups from the community has been made through the Community Centre, the Chinese Community School and the Elderly Club, etc. Clear information about the service has been presented to all the community members, by means of providing alcohol related information/materials (which are written/translated into community languages) in various accessible places, and publishing in the Chinese quarterly magazine. To ensure that no job applicant or employee receives less favourable treatment on the ground of race, ethnic, sex, and physical disability, etc., the job vacancy has been advertised on the newspaper and distributed throughout the community and the community school. The community's equal opportunities working party has kept under review to ensure that individuals are selected, promoted and treated on the basis of their relevant merits and abilities. Users of the service are encouraged to make suggestions and comments, as well as to stand for the election of management committee members.