



CHESTER PARK
JUNIOR SCHOOL

Dear Parents and Carers,

SEND and Inclusion

Chester Park Junior School are committed to supporting all learners within the community we serve. As part of this commitment, the school has reorganised how it manages this support.

Congratulations to Laura Woodham, who has been appointed as an Assistant Headteacher with responsibility for Special Educational Needs at Chester Park Junior School. Laura is an experienced teacher who has taught in Year 6 for many years and is greatly looking forward to this new role. Jenny Donatien will be focusing on the new role of Inclusion Leader. Inclusion is a key priority for the school and Jenny's knowledge, skills and understanding in this area will be valuable to lead this initiative. Jenny is excited to be taking on this new challenge and will be creatively thinking of ways to ensure inclusive practice is at the heart of work at Chester Park Junior School.

It is important for parents and carers to be kept informed of the roles and responsibilities of the staff at school, not least so you know who you need to see should you require support. On the reverse of this letter is a brief outline of some of the key responsibilities for the roles of assistant head and Inclusion Lead. The Assistant Head will lead on all work relating to Special Educational Needs and Disability (SEND). The Inclusion Lead will lead on all work relating to Pastoral elements including supporting children with Social, Emotional and Mental Health Needs.

As Laura teaches in Year 4 and the assistant head role will require some time out of class another teacher will be needed to ensure the class continue to have high quality teaching. I am sure you will all be pleased to know that Rebecca Evans will be returning from her maternity and will be working alongside Laura to teach Acer class. I know the pupils of Acer class will be excited as Mrs Evans was their first teacher in Year 3! Rebecca will be re-joining the team in Term 2. Jenny will continue to teach Oak class.

Part of the Inclusion Leader's work will focus on developing parental engagement and an aspect of this will be to develop a Parental Inclusion Forum. More information relating to this will be coming shortly.

I look forward to seeing how these two leaders will support the children and the community in their new roles.

Yours in partnership

Mike McNama



Caring and Happy Purposeful and Peaceful Jointly Achieving Success

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Assistant Head with responsibility for Special Educational Needs (SEND)	Inclusion Leader
<ul style="list-style-type: none"> • Play a major role in the school improvement and school self-evaluation planning process, through agreed priorities relating to SEND. • Contribute to the development, implementation and monitoring of action plans and other policy developments relating to SEND • Lead the development and delivery of training of all staff relating to SEND • Ensure the systematic teaching of basic skills and the recording of impact, is consistently high across the school for pupils on the SEND register • Take responsibility and accountability for SEND leadership, including statistical analysis of pupil groups, progress data and target setting • To act in the best interest of the child to secure funding and ECHPs where appropriate • Develop and maintain contact with all specialist support services as appropriate • Attend meetings with parents and carers as appropriate to ensure positive outcomes for all parties • Promote positive relationships and work with colleagues in other schools and external agencies 	<ul style="list-style-type: none"> • To teach oak class • To develop strategies for inclusion to support pupils in mainstream schools. • To support management of behaviour across the school and to develop systems and structures to promote inclusion for pupils. • To support and manage pastoral needs of pupils through direct quality first teaching. • To work with families and the wider community to provide best outcomes for all pupils. • To act as a liaison to parental groups such as the Inclusion Forum and Friends • To raise aspirations of vulnerable pupils • Working closely with staff across the school to promote the pastoral and academic achievement of vulnerable groups. • To support children with Social Emotional and Mental Health Needs in developing strategies to succeed in school and beyond • To use creative and inclusive practices to actively reduce exclusion rates in the school



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