



St Joseph's Catholic Primary School
Diocese of Clifton

Inspiring everyone to REACH through
Faith, Hope, and Love

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Headteacher: Mrs Clare Howells



With St Therese as our guide we do little things with much love to make a big difference for everyone.

Monday 9th December 2024

SENDCO

Dear parents/carers

As you are aware, part of Mrs Guoite's role has been SENDCo and Mrs Ponting has been appointed to take over this role when she leaves us to go on Maternity leave.

I am writing to inform you that a full handover has now taken place of children that are on our SEND register and their needs. For the remainder of this term, Mrs Guoite will complete any meetings that are already planned and in her diary but will not be booking any more.

Mrs Ponting, who is in school for 2 days a week, will spend the rest of this term in the classrooms observing, triangulating the information that she has been given whilst getting to know the staff, children and school.

As you will know, all class teachers are teachers of SEND and should you have any questions about your child, please do not hesitate in contacting you child's class teacher on the playground at the end of the school day.

Best wishes

Clare Howells

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