



# St Robert of Newminster Catholic School and Sixth Form College



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**Head Teacher:** Mr D Juric  
**Chair of Governors:** Miss A Nichols

11<sup>th</sup> September, 2023

Dear Parent/Guardian,

## Special Educational Needs and Disabilities Department

The special educational needs and disabilities department at St Robert's has a new staffing structure for September 2023, onwards. Mrs Ruth Hurst is no longer our SENDCo as she takes on a new role within the pastoral team. We wish to thank her for her hard work whilst in post and look forward to her working with our SEND students in a different capacity this year.

The new SENDCo is Miss B Salmon, who has a wealth of pastoral experience from across main school, and more latterly, within 6<sup>th</sup> form as Head of Year. We wish her all the very best as she begins this new role within our school. The SEND department staffing structure is as follows:

SENDCo: Miss B Salmon (teaching staff)

SEND Support Manager: Mrs J Derrett-Purvis (non-teaching staff)

Senior Teacher SEND Line Manager: Mrs D Horrocks (teaching staff and extended leadership team)

Senior Assistant Headteacher Link: Mrs M Salmon (teaching staff and leadership team)

Feedback from previous parental surveys has indicated a good level of satisfaction with regards to communication between home and school in relation to SEND, albeit with some inconsistencies amongst the body of parents. It is hoped that this new structure will provide a high level of timely support for students and parents/guardians and thereby continue to strengthen our existing positive home-school relationships.

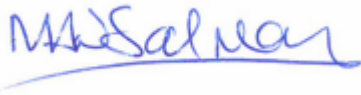
For parents, guardians and students, the day-to-day contact within school will be Mrs Derrett-Purvis who will provide the department with administrative support and daily operational organisation of our learning support team. Miss Salmon will be in touch in due course, to provide further information as to the communication opportunities between school and home and is keen to meet with parents and students in order to ensure the highest level of support is provided. In the meantime, should parents/guardians wish to contact the school regarding SEND, then please do so via the new email address [send@str.bwcet.com](mailto:send@str.bwcet.com). Should parents/guardians wish to contact the school for any other purpose, please do so via the main school email address as shown above.

As a leadership team, in conjunction with feedback from SEND staff and some SEND students, we have relocated SEND within school. We have noticed that the previous location for SEND was causing some distress to a number of our SEND students being at the top of stairs and in between two departments. Therefore, SEND is now located along one of the English corridors. Whilst still within a main department of school, this provides a slightly quieter area of school with less 'traffic' through the corridor and easier access to quiet outside spaces of the school site, which students could use for regulation, under staff supervision. The main SEND office is accessible here and staffed by Mrs J Derrett-Purvis, with two adjacent Learning Support rooms. LS1 (generally staffed by Mrs Farnham, HLTA) and LS2, an additional room for intervention, clubs etc.



May I take this opportunity to thank all parents/guardians for your continued support, and indeed the students themselves, for their perseverance and resilience in striving for the best. I hope that, together, we can continue to enable our students to 'let their lights shine' in their preparation for adulthood.

Yours faithfully,



**Mrs M Salmon**  
**Senior Assistant Headteacher**

