Colman Junior School
South Park Avenue
Norwich NR4 7AU

Colman Federation

Colman Infant School
Colman Road
Norwich NR4 7AW

Mrs Julie Sandford
Headteacher

24th September 2019

Dear Parents and Carers,

Pastoral Support

I am writing to let you know that our Pastoral Support Worker, Miss Hatch will be leaving the school next week.

For the past two years Miss Hatch has been supporting our children and their families and has been an important member of our school team. Miss Hatch is leaving for personal reasons and we send her our very best wishes for the future.

As you will be aware, we are deeply committed to making sure that our pupils have strong pastoral support in school and commit significant funds from the school budget every year to put this support in place. We are currently in the process of recruiting a new federation pastoral support worker, someone who will support the pastoral needs of children in both Colman schools moving forward. We will keep you informed about the new pastoral support worker once the recruitment process has finished. We know that there will be a gap in provision but are working to keep this to a minimum. In the meantime we will liaise closely with Geraldine Preston, our Parent Support Adviser and class-based Teaching Assistants about any pastoral needs.

If you have any questions or queries about this matter, please get in touch.

With best wishes

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Julie Sandford
Headteacher
The Colman Federation