

16 September 2025

Dear Parents and Families

I am writing to you today to introduce our new Special Educational Needs and Disabilities Coordinator (SENDCO) and Associate Assistant Headteacher, Mrs Whittaker, who joined our staff at the beginning of September.

Mrs Whittaker brings a wealth of experience to this vital role, having served as a SENDCO in several schools across the south and southwest. She has a strong record of significantly improving SEND provision and promoting whole-school inclusion in schools, is passionate about creating an inclusive learning environment and is dedicated to ensuring every student receives the support they need to succeed. Her appointment marks a significant step forward in placing inclusion at the very heart of our work here at St Dunstan's School.

This appointment also means a new role for our former SENDCO, Ms Haden, who is now our Deputy Headteacher responsible for Behaviour, Attitudes, and Attendance. Ms Haden will work closely with Mrs Whittaker to ensure a smooth transition for both our students and their families.

As our new SENDCO, Mrs Whittaker will be responsible for overseeing support for all students with special educational needs or disabilities, which includes:

- Developing and implementing individual student profiles by working closely with teachers and support staff.
- Liaising with external agencies and specialists to ensure our students receive the best possible care.
- Serving as a primary point of contact for parents and guardians to discuss their child's needs.

Over the coming weeks and months, Mrs Whittaker will be taking the time to get to know our students and families, familiarising herself with students' profiles and plans, and reviewing the support we have in place.

If you would like to contact Mrs Whittaker to discuss your child, please contact the school office who will put you in touch.

I know you will all join me in offering a warm welcome to Mrs Whittaker and wish her luck in the new role.

Thank you for your continued support.

Yours sincerely

A handwritten signature in black ink, appearing to be 'P Balkwill', written over a horizontal line.

Mr P Balkwill
Headteacher