

September 2022

Dear Parents and Carers,

I hope that you have all enjoyed the summer break and that your child is settling into their new class.

I am writing to introduce myself as the new Special Educational Needs Co-ordinator (SENCO) at Kingston Park Academy. I am delighted to have been appointed to this role and feel excited and privileged to join such a nurturing school.

As your SENCO, my primary role will be to oversee the support we provide your children to ensure that they have every opportunity to fulfil their potential. I will work closely with teachers and support staff to determine strategies and interventions they can implement in class and help to ensure high-quality provision for your children in terms of learning and well-being.

If there is anything that you would like to discuss, I will be out on the playground every Friday morning and will be available for an informal chat. If you would prefer a more formal meeting, please feel free to contact me via the school office to arrange one.

I am really looking forward to working with you to make this year special for your child so please feel free to introduce yourself!

Kind regards,

A handwritten signature in black ink, appearing to read 'N. Wileman', with a stylized flourish at the end.

Mrs N Wileman

Y4 Class Teacher & SENCO