

March 2023

Dear Parent/Carer

### Student support at Denefield

You may be aware, we have been making gradual changes to our support staff structures over the last six months, in response to the changing welfare needs and priorities of our students. I am writing to all parents/carers to give a brief overview of the school's support systems so that you know who to get in touch with. I hope it is useful.

#### 1. Your child's tutor

Your child's tutor is usually the first point of contact if you have any questions about their education or welfare.

#### 2. Welfare Managers

We have recently appointed a new Welfare Manager, Mr Bruce, to our team who will work with students needing additional welfare support.

Mrs Cook [KCK@denefield.org.uk](mailto:KCK@denefield.org.uk) students in Kentwood House and Sulham House

Mrs Hill [THL@denefield.org.uk](mailto:THL@denefield.org.uk) students in Langley House and Norcot House

Mr Bruce [RBE@denefield.org.uk](mailto:RBE@denefield.org.uk) primarily students in receipt of the pupil premium and children looked after by the local authority, across all houses.

#### 3. Attendance

Mrs Fox [GFX@denefield.org.uk](mailto:GFX@denefield.org.uk) is our Attendance Manager. She works with students and parents/carers to promote good attendance at school for every student, and is the person who receives any absence messages when a student is not well enough to attend school.

#### 4. Medical and first aid

Support and arrangements for students' medical conditions are overseen by Mrs Frankum [NFM@denefield.org.uk](mailto:NFM@denefield.org.uk). We now have an additional part-time first aider, Mrs Glanville, who works with her to ensure medical plans are up to date and to deal with first aid emergencies. We have five further first aiders, all of whom have other full-time roles within the school, to help out if called upon.

#### 5. Safeguarding and child protection

Mrs Williams [AWS@denefield.org.uk](mailto:AWS@denefield.org.uk) is the Designated Safeguarding Lead, with Mr Towill and Mrs Holley as Deputy Safeguarding Leads. All concerns about safeguarding come to this team, who work closely with Welfare Managers and service providers to help students be safe.

## 6. Behaviour and culture

Each house has a Head of House and Deputy Head of House. They work with students to create a positive culture of learning, respect and engagement:

Kentwood House:	Mrs Shaw	<a href="mailto:Kentwoodheadofhouse@denefield.org.uk">Kentwoodheadofhouse@denefield.org.uk</a>
	Mr Wright	<a href="mailto:Kentwooddeputyheadofhouse@denefield.org.uk">Kentwooddeputyheadofhouse@denefield.org.uk</a>
Langley House:	Mr Beard	<a href="mailto:Langleyheadofhouse@denefield.org.uk">Langleyheadofhouse@denefield.org.uk</a>
	Mr Adango	<a href="mailto:Langleydeputyheadofhouse@denefield.org.uk">Langleydeputyheadofhouse@denefield.org.uk</a>
Norcot House:	Ms McKay	<a href="mailto:Norcotheadofhouse@denefield.org.uk">Norcotheadofhouse@denefield.org.uk</a>
	Mrs Hallows	<a href="mailto:Norcotdeputyheadofhouse@denefield.org.uk">Norcotdeputyheadofhouse@denefield.org.uk</a>
Sulham House:	Miss Plumpton	<a href="mailto:Sulhamheadofhouse@denefield.org.uk">Sulhamheadofhouse@denefield.org.uk</a>
	Mr Lean	<a href="mailto:Sulhamdeputyheadofhouse@denefield.org.uk">Sulhamdeputyheadofhouse@denefield.org.uk</a>

Mrs Basden and Mrs Pavey are also part of this team, working with students to help them develop a positive learning culture and be successful at school.

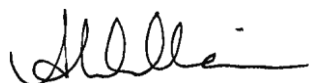
## 7. Special educational needs and disabilities (SEND)

Mr Burrows [CBS@denefield.org.uk](mailto:CBS@denefield.org.uk) is our SENDCO with Miss Molyneux, who is in charge of the Edison Centre, and Mrs Wilcox, who works in our special learning provision. The Edison Centre is also staffed by a number of specialists in literacy and learning support as well as careers and primary to secondary transition.

## 8. Everything else

For questions about your child's learning in specific lessons, please contact the teacher directly. If in any doubt about who to speak to, please contact main reception where our reception/admin team will be happy to help you.

Yours sincerely



Mrs A Williams  
Designated Safeguarding Lead