ParentMail Regarding Changes to SEND – dated 19 October 2026

Dear Parent / Carer

We would like to let you know about a small change in our SEND team.

Mrs Amy Clayton has joined us as our full time Deputy SENDCo and will be working closely with parents and carers, as well as supporting students with SEND. Mrs Clayton will be involved in meetings with parents and will work alongside staff to ensure that our students receive the support and guidance they need.

Ms Lockhart remains one of our SENDCos and continues to have overall responsibility for the SEND provision and Inclusion across the school, but is taking a more strategic role, now that Mrs Clayton is in place to carry out more of the operational day to day SEND coordination.

If you would like to contact Mrs Clayton, she can be reached through our SEN Administrator, Mrs Curtis, who will be happy to help with any queries or arrange a meeting. Alternatively, you can fill in a SEN referral form which can be found at the bottom of the home page on our school website.

Mrs Clayton will oversee most of the SEN support students and Ms Branch, our EHCP Manager, will support the students with EHCPs. Both work very closely together ensuring students are fully supported.

We are delighted to have Mrs Clayton as part of our SEND team and look forward to continuing to work closely with you to ensure that all students are well supported and able to thrive.

Kind regards,

Ms P Lockhart
Director of SEND and Inclusion