



St Francis of Assisi Catholic Primary School

Headteacher: V Snejberkova-Taylor
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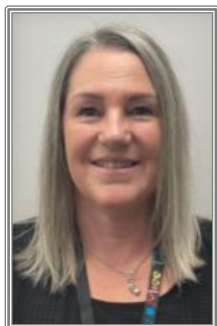
Dear Parents and careers,

October 2023

We would like to take this opportunity to introduce ourselves! We are the school **Inclusion Team**.



- Hi, I am Mrs Smith and I am the SEND Support Officer (SSO).
- My role is to support children with any kinds of needs or difficulties to ensure they can successfully access all provision and fully engage in learning to make good progress, develop and grow. This includes helping them with their speech/communication/language; supporting their social, emotional and mental health; and meeting their physical and sensory needs.
- I am one of the Safeguarding Officers and a trained Paediatric First Aider and Mental Health First Aider, so I oversee children's wellbeing and safety; and support children who may find school life challenging.
- I have worked at school for over 9 years and have lots of experience working with children with SEND, supporting their families and working with other professionals.
- I work closely with the school SENCO, Mrs Snejberkova-Taylor, and help our SEND Support Assistants and class teachers to make sure they feel confident and knowledgeable to meet every child's individual needs. I put in place Risk Assessments, Positive Behaviour Support Plans, Individual Health Care Plans, SEND Support Plans and manage Asthma/ Allergy action plans. It is my priority to ensure the very best provision and care is given to our children to enable them to thrive and reach their full potential.



- Hello, I am Miss Daniels and I am the Family Welfare Officer (FWO).
- My role is to support children and families that may be struggling with a variety of problems or difficulties at school or at home, such as finances, food, behaviour, and much more.
- I am a member of the Safeguarding Team and a Paediatric and Mental Health First Aider. As well as providing support around children's emotional and mental health needs and looking after their safety, I deliver regular medical care to some of our children.
- I have worked in our school for over 15 years. I know our children and families really well and have an excellent rapport with all of them.
- I am also the school Attendance Officer, and as such I promote safeguarding, high attendance and excellent punctuality in school.

If you have a concern regarding your child's learning and development, you are worried about their social, emotional and mental health, or you simply need a chat, please speak to us. We are available EVERY DAY, on the school gate. Alternatively, you can ring or visit the school office to arrange a meeting.

Furthermore, we will be starting our weekly **drop-in sessions every Tuesday (3:00pm - 3:25 pm)** where we will both be available to listen, chat and offer support or guidance, as well as hot drink and a biscuit.

Kind regards,
Inclusion Team