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Toftwood Infant and Junior School Federation
Executive Headteacher - Mrs Joanna Pedlow

Dear Parent / Carer

I am writing to inform you that the school takes part in a jointly run operation between Norfolk County Council, Norfolk Police and our schools, it is called Operation Encompass. Encompass has been set-up to help schools to provide support to children who have been present at incidents of domestic abuse and violence. We know that children can be significantly physically or emotionally harmed when they are involved in, present or witness to domestic violence, including verbal disagreements/arguments.

The school will receive a confidential notification from Norfolk Children's Services before 9am or as soon as possible thereafter on the morning after any domestic incident which Norfolk Police have recorded where a child at their school has been involved in, present or witness to domestic violence.

The school has designated the following staff as Key Adults,

- Mrs Pedlow
- Mrs Bell
- Mrs Feeke
- Miss Yeoman

Our Key Adults have received training from Norfolk County Council to allow them to use the information that has been shared to make sure that the right support is available for children and their families who have been involved in or witnessed a domestic violence incident.

Our trained designated safeguarding leads may also be informed in cases of absences. This covers everyone above, plus Mrs Rudd and Miss Morgans.

We are keen to offer the best support possible to our pupils and we believe this is going to be extremely beneficial for all those involved.

If you have any concerns or questions, then please contact one of the above Key Adults or myself and we will be happy to discuss this further. Further information about the project can be found on our federation website www.toftwoodfederation.co.uk and is available from the school office on request.

Yours sincerely,

Joanna Pedlow
Executive Head teacher

