RECREATION ROAD INFANT SCHOOL

Recreation Road, Norwich, NR2 3PA

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Head of School: Denise Mattock ◆ Executive Head: Michael Bunting ◆ Assistant Head Teachers: Susanna Manrique and Sheree Brock

Creative, Caring, Collaborative, Resilient, Reflective, Problem-Solver

Dear Families,

Our School is part of a joint operation with Norfolk County Council, Norfolk Police and some other Norfolk Schools. It is called Operation Encompass. Encompass has been set up to help schools provide support to children who have been present, involved in or affected by incidents of domestic violence. We know that children can suffer a lot of physical or emotional harm when this happens.

If a child at our school has been involved in, present or witness to domestic violence, this is what will happen:

- The school will receive a confidential email from the Operation Encompass team.
- Operation Encompass will only provide information to one of the school's Key Adults (see below)

The School has chosen the following staff members as Key Adults:

- Denise Mattock – Head of School
- Susanna Manrique – Federation Assistant Head of School
- Sheree Brock – Assistant Head of School
- Charlotte Tumber – Family Engagement Officer

All Key Adults have received training to allow them to use the information that will be shared with the school. This information will be treated with the same confidentiality as other safeguarding information. It will be used to make sure that the right support is available for children and families affected by domestic violence incidents.

We are keen to offer the best possible support to our pupils and we see this as a positive step towards that aim. If you have any concerns or questions about Operation Encompass, then please contact one of the Key Adults mentioned above and we will be happy to discuss this further.

Yours Sincerely

D Mattock

Denise Mattock

Head of School