



Great Gaddesden C of E (VA) Primary School

'Treat others exactly as you would like to be treated' (Luke 6:31)

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Tuesday 29th September 2026

Re: New SENDCo and SEND Pupils

Dear parent/carer

At the beginning of this term I took over the SENDCo responsibilities fully from Mrs Aikman and as we move into this new academic year, I wanted to touch base and introduce myself, particularly to those who are new to the school.

I have worked at Great Gaddesden School since April 2025 and was originally based in the office as the school's office and finance manager. At the end of last academic year I returned to the SENDCo role, which I had previously held in another primary school in Hemel Hempstead. I have taught all age groups in primary, although specialised in the teaching and learning of 3-7 year olds when I gained my Postgraduate Certificate in Education from Cambridge University in 2008. I am currently undertaking the NPQSEN award.

You will likely be aware that your child is on our SEN Register, meaning that they have been identified as having a learning need or disability, and special educational provision is made for them at school. This helps support them to make progress in their learning and reach their potential. Children can be placed on the SEN Register because they have needs in one or more of these areas:

- Communication and Interaction
- Learning and Cognition
- Social, Emotional and Mental Health
- Sensory and/or Physical

All pupils with SEN will have a SEN support plan to track and monitor their progress. After half-term, during the guardian consultations, class teachers will discuss and review your child's current SEN support plan (APDR) with you and look ahead to their new targets. A child's SEN support plan is reviewed three times a year, normally once a term.

If you have any further questions or would like to speak to me, I am onsite at school on Tuesday's. You can also reach me at senco@greatgaddesden.herts.sch.uk.

Kind regards,

ACurtis

Mrs Curtis

SENDCO