

Wigginton Primary School
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Mr Paul Laycock
Headteacher

Tuesday, 30th April 2024

Dear Parent/ Carer,

I am writing to let you know that, sadly for us, Miss Jordan has successfully been appointed as SENDCO at a school in Oxfordshire. This is so that she can move to be close to family. Miss Jordan has worked at Wigginton Primary School for 15 years and it will be a huge loss to the school when she leaves at the end of the academic year. I would like to take this opportunity to thank Miss Jordan for her commitment to the school, both as a class teacher and as the school SENDCO. Her knowledge and expertise has been invaluable over these years and her new school is very fortunate that she is relocating!

We are in the process of advertising for a new SENDCO for September and will let you know once we have made the appointment. In the meantime, Miss Jordan will continue to ensure there is a smooth transition so that we have the best provision in place for September.

Yours sincerely,

Mr Paul Laycock
Headteacher