Clayton St John CofE Primary School
Bradford Road, Clayton, Bradford, BD14 6DD
Telephone: 01274 815862, Fax: 01274 884856
Email:office@claytonce.bdat-academies.org Website: www.claytonce.co.uk

Headteacher: Mrs G Emsley Deputy Headteacher: Mrs L Allingham

6th June 2025

Dear Parents/Carers,

I am writing to you to inform you that sadly Miss Jordan our SENDCO, is leaving us at the end of the summer term.

Miss Jordan has secured her 'dream job' with the Local Authority SCIL Team and will be working to support children throughout Bradford.

We are of course, extremely saddened by this news but fully support and understand Miss Jordan's reasons for leaving CSJ.

As many of you will be aware, Miss Jordan has done a wonderful job in supporting our children, staff and families and she will be very much missed.

This does mean that we need to appoint a new SENDCO for CSJ and we really want to ensure we get the best possible candidate, and we will update you as soon as we have recruited.

Miss Jordan would like to assure parents and carers that she is not abandoning us, and she is going to do her utmost to continue to work with our families until she leaves.
Miss Jordan has also kindly offered to work one day per week in September until we appoint a new SENDCO and although her time will be limited, she will continue to do her best for us here at CSJ.

I would like to take this opportunity to wish Miss Jordan the very best of luck in her new role and thank her for all of her hard work, dedication, love and support.

If you have any questions, please do not hesitate to contact us.

Kind regards,

Gemma Emsley

Head Teacher

A member of the bdat family