



City College Norwich, Ipswich Road, Norwich NR2 2LJ

Paston College, Grammar School Road, North Walsham NR28 9JL

t: 01603 773 311  
f: 01603 773 301

e: [principal@ccn.ac.uk](mailto:principal@ccn.ac.uk)

[www.ccn.ac.uk](http://www.ccn.ac.uk)  
[www.paston.ac.uk](http://www.paston.ac.uk)

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Dear Parent / Carer

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

The College will receive a confidential phone call from Norfolk Children's Advice and Duty Service 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/college has been involved in, present or witness to domestic violence.

The Principal, Corrienne Peasgood, the Deputy Principal, Jerry White, the Assistant Principal of Student Services, Helen Richardson-Hulme and Executive Manager, Jacky Sturman have been designated as Key Adults. 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.

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 college's website and is available on request.

Yours sincerely

**Corrienne Peasgood**  
Principal

