

Name..... Class .....

14<sup>th</sup> November 2019

Dear Family

I am writing to inform you that the school is part of a jointly run scheme between Luton Council, Bedfordshire Police and our School, called RELAY. This local scheme is in response to the national scheme 'Operation Encompass' ([www.operationencompass.org](http://www.operationencompass.org)).

RELAY has been set-up to help schools provide support to children who may have been affected by incidents of domestic abuse in the home. We know that children can be significantly physically or emotionally harmed when they are involved in, present at or witness to domestic abuse.

Under this scheme (RELAY) the school will receive notification from Luton Council following any domestic abuse incidents reported by Bedfordshire Police, where a child in the school may have been affected.

The school have designated Mrs. Douglas as the Key Lead for this scheme. The Key Lead known as the Nominated RELAY - Single Point of Contact or SPOC, has received guidance from The Protocol and associated Information Sharing Agreement. She has also received training from the Council to allow them to use the information, which has been shared, in confidence and to make sure the right support is available for children and their families.

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 the Key Lead or me and we will be happy to discuss this further. Our contact details are as follows:

Mrs. Douglas Designated Safeguard Lead 01582 572100  
[admin@williamaustin.juniorluton.co.uk](mailto:admin@williamaustin.juniorluton.co.uk)

Further information about the RELAY scheme can be found on our school's website and is available from the school office on request.

Yours sincerely,



Mrs. Adams  
Headteacher