



# Mr Bee's - Family Centre

## Head Office

St Augustine's Centre  
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*Chairperson: Jeanette Nowrung*

Dear Parent / Carer

I am writing to inform you that the setting will be taking part in a jointly run operation between Norfolk County Council, Norfolk Police, and our provider, it is called Early Years Operation Encompass. Early Years Operation Encompass has been set-up to help Early Years Providers to provide support to children 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.

Our setting will receive a confidential notification from Norfolk Children's Services 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 provider has been involved in, present or witness to domestic violence.

To ensure this information is handled with the utmost care, our provider has designated the following Key Adults:

Lisa Webster and Rissa Barker, North Lynn  
Rebecca Ford and Sharlie Kirk, St Augustine's  
Matthew Foulkes and Karen Gibbons, Springwood

Our Key Adults have received specialised training from Operation Encompass and Norfolk County Council. This training enables them to use the shared information discreetly and effectively, ensuring that the right emotional and practical support is available for the children and families affected.

We are fully committed to offering the best possible support for our children, and we believe that participating in this initiative will be extremely beneficial for our entire community.

If you have any concerns or questions, then please contact one of the above Key Adults or me and we will be happy to discuss this further. Further information about the project can be found on our website and is available on request.

Yours sincerely,

For and on behalf of Mr Bee's Family Centre

A handwritten signature in black ink that reads 'K L Gibbons'.

Karen Gibbons  
Senior Early Years Professional