



4th December 2018

Dear Parents/Carers,

Learning Support Drop-Ins

We are writing to let you know that we will be offering the following learning support drop-in sessions for parents and carers next term:

Spring 1

Wednesday 16th January (Helen Woolf and Sam Barrett)
Wednesday 30th January (Helen Woolf and Deborah Howard)
Wednesday 13th February (Helen Woolf and Sam Barrett)

Spring 2

Wednesday 6th March (Helen Woolf and Deborah Howard)
Wednesday 20th March (Helen Woolf and Sam Barrett)
Wednesday 3rd April (Helen Woolf and Deborah Howard)

We will be available to meet with parents/carers from **2:30pm-3:30pm** on these dates and each appointment will be **20 minutes**. If you would like to book an appointment, please contact the school office.

The purpose of these sessions will be to give parents/carers of children who are supported by our team the opportunity to: share good news; update us on recent key developments; and obtain support network advice and strategies that might help at home. Please ensure when booking your slot with the office staff that you are specific about what you would like the focus of the session to be on so that we can ensure the meeting is efficient and productive, as we will be able to prepare support documents if we think they might be useful. Due to capacity we are no longer able to facilitate meetings outside of these sessions. Our commitment to our children means that every spare pocket of time we have will now be allocated to direct work and providing interventions for our children.

Please note that Team around the Child (TAC) meetings, Early Help Assessments (EHAs) and Person Centred Annual Reviews will be scheduled outside of these drop-in sessions.

Kind regards,
Deborah Howard, Helen Woolf & Sam Barrett
Headteacher, SENCo & Inclusion Lead



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