



Barrowby Church of England Primary School

September 2023

Dear Parent/Carer

SEND Review Meetings

I would like to invite you to attend one of our SEND Review meetings on **Thursday 19th October 2023**.

The appointments will run from 3.30pm - 4.30pm, these will be available on first come first served basis.

This year all appointments will be held face to face. It is important that parents ensure they attend these meetings, at their reserved times so you and the teacher can review your child's SEND Support Plan.

At the meeting parents will receive a copy of their child's Support Plan and the proposed plan.

Appointments can be made on ParentmailPMX from **Friday 6th October 2023 at 4.00pm** and booking will close on **Friday 13th October 2023**.

Should you wish to make any changes after this date please contact the school office.

Once you receive notification, you need to:

- Log into ParentMail or access your account via your smartphone APP
- Select the teachers that you would like to see, and the appropriate time slot
- Once you have completed this **your appointment is booked!**

It is important that we continue to support all our children and especially those with identified SEND needs.

By attending these meetings, our parents have the opportunity to discuss their child/ren(s) progress against their last SEND plan, review the new proposed targets as well as discuss how they are managing now they are back at school. A truly valuable opportunity.

Please contact the school office on 01476 566121 if you have any difficulties making your appointments.

Yours sincerely,

Mr L Batey

Head teacher

