



## *Barrowby Church of England Primary School*

January 2024

Dear Parent/Carer

### **SEND Review Meetings**

I would like to invite you to attend one of our SEND Review meetings on **Thursday 8th February 2024**.

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 26th January 2024 at 4.00pm** and booking will close on **Monday 5th February 2024**.

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

