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Headteacher: Penny Smith
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Assistant Headteachers:
Joanne Byrne, Claire Deegan, Eloise Erwin, Zeynep

Inclusion Manager: Claire Keady
School Business Leader: Georgia Caton

20th November 2024

Dear parents/ carer of _____,

Please find enclosed your child's updated support plan. We would like to invite you to book a slot for your child's support plan meeting on either the 2nd December or 4th December; please contact the main office to book an appointment slot. If you are unable to attend on either date please do let us know and so we can suggest an alternative time and date.

Support plan meetings are a great opportunity to review the progress that your child has made during the term and to discuss next steps. You can also use the meeting as an opportunity to ask any questions that you may have about your child's provision in school.

If you have any questions please do not hesitate to get in touch.

Yours sincerely,

Claire Deegan
Assistant Head for Inclusion

Joanne Byrne
Assistant Head/ SENCo