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Headteacher: Penny Smith
Deputy Headteacher: Kathryn Green
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Assistant Headteachers:
Joanne Byrne, Zeynep Karatay, Natalie Ketchell

Inclusion Manager: Claire Keady
School Business Leader: Georgia Caton

6th March 2026

Dear parents and carers,

Re: Spring term support plan meetings

Your child's teacher will share their support plan with you at parents' evening. We would like to also invite you to book a slot for your child's support plan meeting on either the 23rd and 25th March with a member of the Inclusion Team. 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 — SENCo (EYFS)

Joanne Byrne — SENCo (KS1 and KS2)

Deputy Headteacher	Assistant Headteacher
For Inclusion	For Inclusion