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15/09/23

Dear Parent/Carer,

Y7 SEND meetings

You are invited to attend a SEND planning meeting for your child. This meeting will last approximately 30 minutes. The next available appointment dates are the 18th, 19th, 20th, 21st, 22nd, 25th, 26th, 27th, 28th, 29th of September.

Please contact Mrs Hillcoat on 0191 4569121 and book a suitable date/time.

The purpose of this meeting is to put a plan in place that best meets the needs of your child. The school values the key information, unique strengths, knowledge and experience of parents/carers and encourages parents to attend the meeting and contribute to discussions about any proposals for targets.

The planning meetings are very important. They enable us to work closely with you during the year for the benefit of your child. If you cannot attend on the specified dates please let me know so a more convenient date can be arranged.

Please visit South Tyneside Council's website for information about the Local Offer covering a wide range of information for families of children and young people with special educational needs and disabilities (SEND), including services that may help you or your child as they progress from birth to the age of 25. This can be found at the following address:

<https://sendlocaloffer.southtyneside.gov.uk/>

Yours faithfully,

Mr D Jackson
SEND Co-ordinator