



Paxcroft Primary School
Ashton Street
Trowbridge
Wiltshire
BA14 7EB

Tel: 01225 762244
E-mail: admin@paxcroft.wilts.sch.uk

Acting Headteacher: Mr Alex George

Tuesday 24th September 2024

SEND Communication and Parents' Evening Slots

Dear Parents/Carers,

Progress meetings with teachers for parents/carers of children with SEND (with a current Learning Passport, My Support Plan or EHCP (My Plan))

Last year, we changed how we work with parents to review the plans of children on Learning Passports, My Support Plans and EHCP plans (My Plans). The next parents' evenings are planned for Tuesday 15th and Thursday 17th October. **Parents of children with these plans will be able to book a 30-minute slot, rather than the usual 10-minute slot.** This will give parents and teachers time to review progress against the plan.

Because of the high number of pupils with SEND and therefore the high number of SEND review meetings needed, in addition to appointment slots during our parents' evenings on 15th/17th, we will also offer an additional set of SEND review appointments for each teacher during school hours. These afternoon dates will differ for each teacher, based on how we can best release them from class, but all slots can be booked through our usual parents' evening portal.

If you are unable to make these dates, then please speak to the class teacher to arrange another slot. You can, of course, request an additional meeting or phone call with the class at another point in the term if there are new developments to discuss.

Progress meetings for parents/carers of children with speech and language targets

Parents of children with Speech and Language Targets, who do not have a Learning Passport, My Support Plan or EHCP, will be able to book a usual 10 minute parents' evening slot as SALT reviews are dependent on the reports, targets and involvement from the Wiltshire Spa Speech and Language Team.

As ever, we would value feedback from parents on the level of communication they are having regarding their children with SEND need.

Best wishes,

Mr Alex George

Acting Headteacher

