



23<sup>rd</sup> September 2021

**New SEND phone-in clinics**

Dear Parents,

You are receiving this letter because your child has been identified as having a special educational need and is on our school SEND register.

Although your first point of contact is always your child's class teacher, I am aware that there are times when you wish to speak to me directly and it can be hard to get hold of me.

I am therefore starting a regular SEND phone-in clinic with 20 minute bookable appointments for you to discuss your child's support and seek advice. To make an appointment, please email [admin@castlehillprimary.net](mailto:admin@castlehillprimary.net).

Please find dates below and on the website:

<b>Autumn Term</b>	<b>Spring Term</b>	<b>Summer Term</b>
Thursday 14 <sup>th</sup> October 9:00 – 12:00	Thursday 3 <sup>rd</sup> February 9:00 – 12:00	Thursday 12 <sup>th</sup> May 9:00 – 12:00
Thursday 2 <sup>nd</sup> December 9:00 – 12:00	Thursday 24 <sup>th</sup> March 9:00 – 12:00	Thursday 23 <sup>rd</sup> June 9:00 – 12:00

I am also hoping to be starting a working party with parents to look at ways that we can work together to refine our SEND provision and to hear from you your views and thoughts. Further communication about this will be later in the term.

Kind regards

Mrs T Lund  
Inclusions Manager/SENDCo

Taken from SEN Support Guidance for Schools

<https://documents.hants.gov.uk/childrens-services/sen-support.pdf>