

25th September 2025

Parent Review Meeting for Children with SEND

Dear Parents and Friends of Castle Hill,

I am writing to you as a parent(s)/guardian(s) of a child with Special Educational Needs (SEND). Your child is on our SEND register and will have a barrier to learning in one (or more) of the 4 main areas of need: Cognition and learning; communication and interaction; social, emotional and mental health difficulties; and sensory and/or physical needs.

As you are probably already aware, we recognise that a 10-minute parents evening twice a year is not enough time to discuss what provision is in place for your child and to learn how they are performing against their targets. As a result, we will not be inviting you to book an appointment in the upcoming general parents' evenings. Instead, your child's class teacher will be contacting you to make a separate appointment at a time that suits you, to give you more dedicated time – your child should attend as part of the process so that they, too, are part of the plan.

Appointments will be available the week of 13th October 2025, please do not contact the school office to book, class teachers will contact you directly to book appointments.

The meeting will be a face-to-face meeting.

Yours sincerely,

Mrs Lund
Assistant Head for Inclusions
and the SEND Team