

HOW THE INCLUSION TEAM WILL COMMUNICATE WITH PARENTS



If your child joins our academy on the SEND register you will receive a letter for confirmation.



If your child is to join the SEND register you will receive a letter that explains why.



A coffee morning will be held in the autumn term.



Each term you will receive a message on Class Charts that gives you a log in details access your child's pupil passport for that term. You will be able to leave a comment on the passports.



If your child is receiving intervention during the term you will receive a message on Class Charts, telling you information about the intervention.



Praise messages will be sent out on Class Charts from the Inclusions team.



In year 9, if your child is identified that they would benefit from Access Arrangements, for exams, you will get a message on Class charts from the SENDCO.



In year 10, you will receive a message on Class Charts with what Access Arrangements your child has been granted for exams.



In year 11 you will receive a letter confirming all access arrangements for final exams.



Each parent's evening the SENDCO and a member of the inclusion team who supports your child will be available to meet you.



If you have any concerns you can contact the SENDCO by phone or email at a.evans@tkaw.org, alternatively you can contact the Deputy SENDCO by email at p.mann@tkaw.org.