

I would like to take this opportunity to guide you through what you and your child can expect from both myself as SENDCo and the teaching teams (class teachers and learning support assistants) in school.

We strive to provide high quality teaching to all children at Birchanger C of E Primary school but recognise that some children need educational provision that is additional to or different from this; we recognise your child's additional requirements and endeavour to ensure that the provision in place enables your child to meet their highest potential.

During the previous summer term, you were invited by either the class teacher or myself to attend a 'One Plan' consultation. This is a review to assess the provision that your child receives, which is then measured against the progress that they have made. It is an excellent opportunity for parents and teaching staff to come together to set new targets and provision to ensure that we are reactive to both your child's academic but also their social and emotional progress.

We recognise that as parents we need your insights into how your child is responding to our provision at school and welcome your input and guidance within the One Plan meeting. We also strive to include your child within this as their insight is not only invaluable but also underpins their inclusion within their care. This could be done through questioning before the meeting but if at all possible, we would like to invite them to the end of the meeting so that they can share their views and respond to the proposed targets and care that is planned. Following the success of these formal One Plan consultations, these will now be held termly by your class teacher. Prior to the meeting we will send home a list of questions so that you can prepare any points that you would like to be included, your view will be shared and recorded alongside your child's. We will also send home a copy of the One Plan record and your child will have a list of targets presented in child friendly language.

We value your partnership and use communication to allow you to be a part of the provision that your child receives; we operate an open door policy where there are several methods of communication. Please approach the class teacher either before or after school for quick questions, however if longer is required please make an appointment and we will happily sit down and discuss any queries or concerns. Please feel free to contact me at any time and I will return your call or e-mail as soon as possible.



In addition, we host a Parent 4 Parent meeting every term in school. This is an opportunity for parents to come together (over tea/coffee and biscuits) to share and support each other. We have received fabulous feedback as to the success of these meetings and I would like to extend the invitation to all parents whose child requires additional care.



As co-ordinator of your child's care I would like to reiterate our commitment to both their learning journey but also their confidence and happiness in school-please do not hesitate to inform of us of any worries they may have or areas that we can improve for them.

Kindest regards

Angela Cook