



Ettington Church of England
Primary School

Dear Parents,

Firstly, let me introduce myself. My name is Sherrel Brown and I am the newly appointed Deputy Head teacher and SENDco at Ettington Primary School. I have settled well into my first few days at Ettington, which have been extremely busy, but most of all, I have enjoyed meeting the staff and getting to know the children. They have all been so welcoming and I know I am going to enjoy working at this school.

One of the main reasons I wanted to write to you is to explain some of the things I aim to do over the next term for SEND.

I am currently getting to know the SEND systems in Warwickshire and I have arranged meetings with other professionals your child may be involved with, to enable me to understand what their role is with supporting your child.

Mrs Crowe has set up a coffee morning for SEND this half term, which I will be attending. Information regarding this will be sent out at a later date. It would be lovely to meet and have a chat with you at this event. I aim to have further SEND community coffee sessions regularly throughout the year, so please start thinking about what you would like from this event.

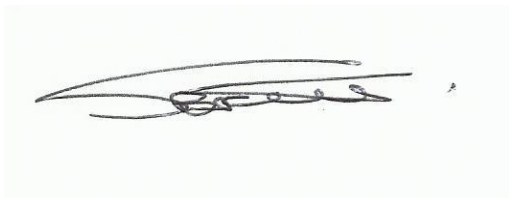
Towards the end of this half term, I have scheduled to have a staff meeting to look in detail at the Pupil Profiles. During this meeting, teachers will have time to update profiles of the children in their class and review targets that were set last term. These will then be sent out ready for you to meet with the class teacher after half term to go through.

Finally, I would like to set up a meeting to enable me to get a wider understanding of what you would like for your child because I feel it is important children have a say in their education. I will ask children from year 2 upwards, if they would like to join us for the first 10 minutes so I can see how they are feeling about their learning at Ettington and if there is anything else I feel we can put in place. I will have informal conversations with the younger children or children who would prefer not to attend to gather the same information. After your child has gone back to their classroom, we will then be able to discuss generally your child's needs.

Below I have split up the days I am out of class, into time slots and would appreciate it if you could indicate which days and times you will be able to meet. I anticipate the meetings to last approximately 30 minutes. The more time slots you can tick the easier it will be for me to arrange a date for us to talk. Please send the return form back to school **as soon as possible**.

Please be assured, I will do my utmost to meet with you as soon as I am possibly able.

I believe communication between parents and staff is paramount to ensure we get it right for your child, so if you have any worries or concerns please contact the school and I will make contact with you as soon as I am able.



Sherrel Brown

Deputy Head Teacher/ SENDco
Ettington C of E Primary School,
Churchill Close, Ettington.
01789 740236

'Learning for Fullness of Life'

REPLY SLIP

Name of parent

Name of Child

Class

Day	9-10.30	10.30-12.30	1.00-3.00	3.00-4.30
Monday				
Wednesday				
Thursday				
Friday				