3rd November 2023

Dear Parents and Carers,

I wanted to say welcome back to you all, despite the weather we have had a really positive start to the second half of the Autumn Term.

Over the half-term we reviewed our Inset Day schedule and feel the strong need to embed more into our calendar in order to provide staff with further development and training opportunities. This does mean that a few extra days have been added and are now on the website along with below for your reference. We apologise if this causes any inconvenience but hope that by informing you now that arrangements can be made.

**Sunbury:**

|  |  |
| --- | --- |
| **Inset Days: Sunbury:** | **Plan:** |
| 01/12/2023 | Staff Training |
| 02/01/2024 | IEP Reviews |
| 22/01/2024 | Curriculum Training |
| 19/02/2024 | Curriculum Training |
| 27/03/2024 | Curriculum Training |
| 28/03/2024 | Curriculum Training |
| 15/04/2024 | IEP Reviews |
| 03/05/2024 | Curriculum Training |
| 03/06/2024 | Curriculum Training |

**Streatham:**

|  |  |
| --- | --- |
| **Inset Days: Streatham:** | **Plan:** |
| 01/12/2023 | Staff Training |
| 08/01/2024 | IEP Reviews |
| 26/01/2024 | Curriculum Training |
| 09/02/2024 | Curriculum Training |
| 19/02/2024 | Curriculum Training |
| 28/03/2024 | Curriculum Training |
| 15/04/2024 | Curriculum Training |
| 16/04/2023 | IEP Reviews |
| 03/06/2024 | Curriculum Training |

**IEP Reviews:**

The idea of IEP reviews is an opportunity for us to meet with you, ideally face to face, for a half an hour appointment for you and the class teacher. Within this meeting you will have a chance to discuss your child’s progress along with discussing their IEP targets for the future. We hope that as many of you will be able to come as possible and closer to the time the class teachers will liaise with you about timings which will all take place in the morning. We would love for your child to come along and be part of the conversation about them and to hear all the wonderful things that we are so proud of them for doing but can appreciate that being there for the entire appointment could be overwhelming. Please don’t let this stop you from bringing your child, our support staff will be on hand and if it becomes too much or your child is distracted then they can be with them whilst you have some time with the teacher. I hope that this makes sense and if you have any questions or queries, please speak with either myself or Craig.

**Annual Reviews:**

Now that we have our first half-term completed, we can look ahead and have our annual review schedule planned. As you can appreciate many of the pupils that we have here, there EHCP’s are out of date. This is something that we will help to rectify but I’m afraid that they cannot all happen at once.

Our schedule is based around year groups and as the Local Authorities recognise as ‘key transfer years’.

|  |  |
| --- | --- |
| **Term:** | **Year Groups:** |
| **Autumn** | Year 2  Year 6  Year 9  Year 11 |
| **Spring** | Year 1  Year 3  Year 4  Year 7  Year 10 |
| **Summer** | Year 5  Year 8 |

Depending on what year group your child is in will impact when their Annual Review is held and the table above will give you an indicator for when we have planned your child’s review to take place.

Invitations will be sent out for the Autumn Annual Reviews within the next week or so. Our paperwork will be provided to you three weeks before so that you have a week to input and contribute your views before we share it with all the relevant professionals. If you wish us to invite anyone in particular, please let us know their details and we will ensure that they are sent an invitation as well.

**Pastoral Leader- Streatham:**

We have welcomed Faith Williams to our Management Team here at Streatham who started with us on Monday.

Faith has an extensive background in SEN education and has a Level 5 Diploma in Education and Training.

Faith has been working with vulnerable children with SEN for more than 8 years and is excited to embark upon her journey at Maypole school as Pastoral Lead.

Faith’s role will consist of working with the children, staff along with yourselves and help to support and manage our safeguarding procedures, attendance and overall student well-being.



**Recruitment:**

We are currently recruiting for a Pastoral Lead to support at Sunbury and have a few class teacher vacancies at our Streatham site.

We will continue to keep you updated and hope that we can make the appointments soon and we will of course update you.

**Parent Support Groups:**

I have been made aware that there is a specific coffee morning/ group that is available to provide the opportunity for parents/carers who have SEN children to attend and share their experiences. Through this network I can imagine it provides a supportive network to help ensure that no one is alone.

* The Write Time; weekly coffee mornings 9am – 12pm -No fees

Contact details;

[sukbahra@thewritetime.org.uk](mailto:sukbahra@thewritetime.org.uk)

07903689634

If this is something that some of you would be interested in, please let me know and I can liaise with Sukbahra and see if this is something that we could help to support and provide as an option in a more central location. It is currently based in Croydon.

We hope that you all have a lovely weekend.

Kind regards

Kitty Clark

Executive Headteacher

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