

Maun Infant and Nursery School

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Headteacher ~ Kerry Norman

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Wednesday 25th September 2024

Dear Parent/Carer,



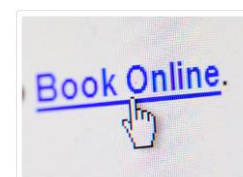
As we're now several weeks into the start of the new school year, we'd like to invite you into school for a meeting with your child's teacher. This will be the first of two Parent/Teacher Meetings held during the course of the year and will be a good opportunity to find out how your child has settled in their new class, along with any

early information about strengths or areas for development. These will be face-to-face meetings at the school. On the date of your appointment, please enter through the main school entrance, where you will be able to look through your child's work in the school hall before your appointment time.

To clarify for any new parents/carers (and as a reminder for those who've been with us for a while), we offer a tailored approach to 'Parent/Teacher Meetings' determined by different criteria. You will be invited to attend one of the following kind of meetings:

- **Parent evening meeting** - this is our universal approach for the majority of children from F2 to Y2 (not applicable to nursery children)
- **Structured conversation** - offered for all children from nursery to Y2 with identified Special Educational Needs/Disabilities, or who are in receipt of Pupil Premium funding
- **SEND Review** - offered where the level of children's Special Educational Needs/Disabilities requires closer involvement of our school SENDCo, Miss Carrott, for children from F2 to Y2

All parent evening meetings will be held next week on the evenings of Monday 30th September, Tuesday 1st October and Thursday 3rd October, with some structured conversations also being held on these evenings. Any remaining meetings will take place during school time before half-term. Appointments for these meetings will be made through the booking system on our school website. Please look out for an email from



notifications@primarysite.net within the next 24 hours. When booking, you will need to select 'Book your time slot' to find out the days/times on offer, and to select your slot. Please note that there is also an option to let us know if you are unable to attend - please use this to keep us informed, if this is the case. All bookings will close on Monday 30th September at 9am.

SEND Review meetings will also take place before the half-term holidays. Unfortunately, we aren't able to offer the booking option for SEND Reviews, due to the number of staff members involved and the arrangements we need to make in school to release them from class. If an SEND Review is offered for your child, you will receive a further letter within the next week, confirming details of the meeting which has been arranged.



Please be aware that where meetings are held during school time, complicated timetabling and cover arrangements have to be in place to release class teachers to conduct these meetings. **If your circumstances change and you become unable to attend your meeting, please change the online booking or contact the school office to let us know as soon as possible.**

Many thanks in anticipation of your support.

Yours sincerely,

Kerry Norman

Head Teacher

