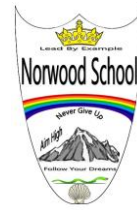


Email: [office@norwood.peterborough.sch.uk](mailto:office@norwood.peterborough.sch.uk)  
Website: [www.norwood-school.co.uk](http://www.norwood-school.co.uk)

Telephone: 01733 574717  
Fax: 01733 703250



**Norwood Primary School**  
Gunthorpe Road  
Gunthorpe  
Peterborough  
PE4 7DZ

Head Teacher: Mrs D Reynolds - BSc Hons QTS NPQH

*Aim High*

*Never Give Up*

*Follow Your Dream*

*Lead By Example*

08/12/2016

Dear Parents/Carers,

I would like to meet with you to review your child's special educational needs and progress.

Below is a list of dates and times that are available. To prepare for the meeting, it would be helpful if you would complete the attached sheet regarding your child's history and your views of your child's needs. This is helpful to have in school in order to ensure that all staff working with your child have a full understanding.

**Please make your appointment by replying to this letter or by contacting the school office by Thursday 15<sup>th</sup> December.**

If you are unable to meet during these dates, please contact the school office to inform me of any days/times in which you can be available.

Yours sincerely,

Mrs J. Cockerill

Mrs D. Reynolds



SEN Parent/Carer Meeting December 2016

Child's name \_\_\_\_\_

I am available for an appointment on (please indicate as many options as possible):

<b>Monday 19<sup>th</sup> December</b>	<b>Tuesday 20<sup>th</sup> December</b>	<b>Wednesday 21<sup>st</sup> December</b>
9:00-9:30	9:00-9:30	9:00-9:30
9:30-10:00	9:30-10:00	9:30-10:00
10:00-10:30	10:00-10:30	10:00-10:30
10:30-11:00	10:30-11:00	10:30-11:00
11:30-12:00	11:30-12:00	11:30-12:00
12:00-12:30	12:00-12:30	12:00-12:30
	3:30-4:00	1:00-1:30
	4:00-4:30	1:30-2:00
	4:30-5:00	2:00-2:30
	5:00-5:30	2:30-3:00

Signed (Parent/Carer).....

