



Headteacher: Mr David Graham

Our ref: JHe/RHa

Dear Parent/Carer,

We are writing to invite you in to school to be part of a SEND Provision Review on the **12th February 2019** in which we would like to give you the opportunity to offer your opinions and feedback on the education and care we currently provide for your son/daughter.

We are committed to ensuring all students make exceptional progress, regardless of any learning barriers they may face. In order to shape the provision for SEND students we want to work closely with parents/carers, alongside the students and all other stakeholders, to obtain their views on an annual basis and ensure all students are provided with a learning environment which allows them to achieve their potential.

Provision Reviews are a strategic, face-to-face, integrated and locally-developed approach to enhancing SEND provision that interfaces with our school improvement cycle. If you are able to attend Putteridge High School on the **12th February 2019** between the hours of **9.30-10.15am** we would very much value your feedback in order for us to understand how we can best support all students within our school.

Please confirm whether or not you are able to attend via email at jheath@putteridgehigh.org by **Friday 8th February 2019** - we very much look forward to welcoming you in to our school.

Yours Faithfully,

Mr J Heath – Assistant Headteacher – Inclusion and Safeguarding