

## **5. How will both you and I know how my child is doing and how will you help me support my child's learning?**

- As a school we believe that the relationship between staff, parents and children is of utmost importance. Communication between all three is key and we all need to be open and honest. If you would like to meet with the class teacher please contact the office and an appointment can be made or the class teacher can telephone you if you'd prefer.
- Each child has a Home Link book and this can be used as a means of communication.
- Telephone or email the school office and we will ensure that the relevant person responds and a meeting is set up if needed.
- We have an 'Open School' once a month and this will give you the chance to look at your child's work and to read through their targets. The class teacher may not always be present at these sessions but will happily contact you if you have a query.
- Half way through the academic year a post card will be sent home to notify you about your child's effort, progress and targets.
- The SENCo is willing to meet and discuss your child and progress at a time that suits you. We can offer help and advice or refer to external agencies if needed; or we can be a friendly ear.
- If your child is on the SEN register you will be made aware of this and depending on his/her complexity and/or levels, then an IEP will be written. An IEP is an Individual Education Plan and has a maximum of three SMART targets (Specific, Measureable, Achievable, Realistic, Time scaled). The expectation is that the child will achieve the target in the time set.
- If required we will use external agencies to give advice so that academic and/or social progress can be made. You will be made aware of the agencies we want involved and you will be involved throughout the process. Parental consent is often required for support to go ahead.
- If your child has complex SEND they may need an SENSA or an EHCP (Education Health Care Plan) of SEND. Both of these will require a formal meeting and a report will be written, this will address the child's progress.