



Portesham C of E VA Primary School

Wednesday 6th September 2017



Dear Parents or Guardian

RE: The role of Special Educational Needs Co-ordinator

After a prolonged period of maternity leave I am excited to resume the role of Special Educational Needs Co-Ordinator for Portesham Primary School.

I will be spending the next few weeks both reacquainting myself with past pupils and getting to know pupils who are new to me. I would then like to allocate some time to meet with all of the parents and carers of pupils who are on our Special Educational Needs and Disability register. I will be in contact with you shortly to arrange this.

The monthly drop in sessions will be continuing as normal. So if you have anything that you wish to discuss, or would just like a friendly ear, please do make an appointment through the school office and pop in to see me. Next term these sessions will run on:

- Monday 11th September 2017
- Monday 2nd October 2017
- Monday 6th November 2017
- Monday 4th December 2017

In the meantime if you have any questions or concerns or just want to chat please do not hesitate to get in touch. Appointments can be made through Mrs Parsons in the school office.

Kind Regards

Mrs Amy Fox
SENCO



Acting Headteacher: Mr C. Brown B.Ed

Winters Close: Portesham: Weymouth: DT3 4HP

Telephone/ Fax: 01305 871283

General enquiries Email : office@portesham.dorset.sch.uk

Parents Email : parents@portesham.dorset.sch.uk

Please reuse or recycle this paper.