DOTHILL PRIMARY SCHOOL

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Head Teacher: Becca Butler

Dothill Primary School
Be Your Best

25th September 2020

Dear Parent/Carers of _____,

I am writing to invite you to attend our next 'virtual' SEND coffee afternoon on Friday 16th October. The session will begin at 2:00pm and will take place via Microsoft Teams. This can be accessed on a laptop, tablet or your phones and you will be invited by myself. This will provide you with the link to click to join the meeting, but you will need to download the Microsoft Teams app to your chosen device beforehand.

Some of you may have met Michelle Sands who works for SEND Information, Advice and Support service at our last coffee afternoon. She will also be attending our virtual meeting and is keen to talk to you about what the IASS service is currently offering to support parents of children with additional needs. She will also be talking you through the Telford and Wrekin local offer. As well as receiving information from Michelle, Mrs Sturmey and myself will be on hand to answer any questions that you might have, and this will be an opportunity to have an informal chat about any worries or concerns.

To be invited to this meeting please email me at dothill.primarysend@taw.org.uk. In this email please can you let me know your name, your child's name, their date of birth and current class name. Please also let me know that you would like to join this meeting. As part of GPDR I need to make you aware that when invited to the teams meeting your email address will be viewable by others within that meeting.

I hope to 'see' you there, feel free to drink tea/coffee and have your favourite biscuits on hand!

Many thanks.

aallen

Alice Allen (Mrs)
SENDCo