

1st October 2020

Dear Parents/Carers,

Annual Review meetings

I am writing to inform you that the Annual Review meetings this year will be taking a different format. Unfortunately, the guidelines for schools in relation to Covid 19 suggest that we are to minimise the number of visitors on school site and in light of this, Annual Review meetings will take place either by phone call or zoom. We are hoping that those reviews taking place later this academic year may move towards a face to face meeting, but we are unable to predict when/if this will be the case.

Below is the schedule of when these meetings will take place by year group. Please note that once you receive your invitation letter you are expected to attend the date and time specified. If you have any special considerations that we need to be aware of, then please contact us immediately on receipt of the invitation letter.

EHCP Annual review dates 2020 / 21	
Y11	w/c 25/1/21 & w/c 1/2/21
Y10	w/c 1/2/21 & w/c 8/2/21
Y9	w/c 15/3/21 & w/c 22/3/21
Y8	w/c 26/4/21 & w/c 3/5/21
Y7	w/c 17/5/21 & w/c 24/5/21

Please complete the slip below to give us an indication of your meeting preference so that we can begin to make the necessary arrangements.

Please note that as there are 108 review meetings to schedule, we will endeavour to accommodate any special request wherever possible, but these are not guaranteed.

Please send the slip back with your son or daughter or email to info@thepark.surrey.sch.uk by 9th October 2020.

Yours sincerely

Mrs Bicker
Administrator

Annual Review meetings

Please return this slip to the Main School Office

Parent/Carer Name: _____

Student Name: _____ Tutor Group: _____

I would like a zoom for my child's Annual Review meeting

I would like a telephone call for my child's Annual Review meeting