



Wednesday 10<sup>th</sup> March 2021

Dear Parents,

Parent's Evening for children with Assess Plan Do Review Cycles

Your child's teacher has reviewed the targets on their current ADPR Cycle and would like to have a telephone consultation with you to discuss this and set new targets. Please be aware that each appointment is 20 minutes long.

Please do not be offended if the teacher stops the appointment after 20 minutes. It is really important that we adhere to the schedule and finish on time as I am mindful that staff will have been working since 8.00am and will continue to prepare for the following day's work after the parent's consultation's has finished.

Should you miss your call for any reasons please do **not call the school office**, we will contact you the next day to re-schedule another telephone consultation.

**On Tuesday 23<sup>rd</sup> March 2021 and Wednesday 24<sup>th</sup> March 2021 your child's class teacher will be available for a phone consultation.**

**To book an appointment with your child's class teacher you will need to log onto the Online Arbor system**, under the Guardian Consultation page, this will be open from today and will close at 1pm on Monday 22<sup>nd</sup> March.

If you have any questions or further matters to discuss regarding APDR Cycles or Special Educational Needs, please contact the office to arrange an appointment.

Yours sincerely,

Mrs J Keber  
Executive SENDCO  
On behalf of Winhills Primary Academy (Part of TDLPT)

