

Dear Parents/ carers,

Hartley Brook Primary Academy is continuing to work in partnership with The Sheffield Parent Carer Forum to improve the school experience for children with additional needs and enhance the relationship between the school and parents.

This is part of the PINS project (Partnerships for Inclusion of Neurodiversity in Schools), but if you have a child who has any special educational need and/or disability (SEND), with or without a diagnosis, we would like to invite you to attend the next parents and carers meeting.

**Date and time of meeting: 9am Friday 12th September**

**Where: Hartley Brook Primary Academy**

The meetings will take place approximately once a month. Following each meeting, feedback will be given to the school, and the school will report back any changes or improvements that have been made to support children with SEND.

You will get a warm welcome and:

* learn more about the project.
* Give feedback about your child’s experiences in school.
* Meet the SENCO (special educational needs co-ordinator)
* Find out more about SEND provision in school.
* Work with school to help enhance SEND provision.
* Discuss school related topics e.g. behaviour, sensory needs…
* Find support.
* Ask questions and discuss concerns.
* Meet other parents.
* Drinks and snacks available.

My name is Sue O’Shea, and I am an ‘Autism in Schools Project Worker’ working for the Sheffield parent carer forum and also a parent carer. I am excited about working with parent carers at Hartley Brook and I would be grateful if you could let me know if you are able to attend to at: [susan.oshea@sheffieldparentcarerforum.org.uk](mailto:susan.oshea@sheffieldparentcarerforum.org.uk)

Please get in touch if I can do anything to help you to access the meeting, or if you have any questions.

I look forward to meeting you.

Kind regards,

Sue O’Shea