



Grand Avenue Primary & Nursery School

Grand Avenue
Surbiton
Surrey
KT5 9HU

Tel: 020 8399 5344

Email: office@grandavenue.kingston.sch.uk

Web: www.grandavenue.kingston.sch.uk

Friday, 21st February 2025

Dear Parent / Carer,

SEN Parent / Teacher Meetings – Spring 2025 (face-to-face in school)

Thursday, 13th March: 1.20pm - 7.00pm and

Friday, 14th March: 1.50pm - 4.50pm

We are pleased to invite you to meet your child's teacher on the dates above. As part of the SEN Code of Practice, you will have the opportunity to book a 20-minute individual appointment for each child.

How to book your appointment	<p>Your appointment will be for 20 minutes.</p> <p>The online booking system will be OPEN from 10am on Monday, 24th February.</p> <p>The booking system will CLOSE at 12pm on Thursday, 27th February.</p> <p><i>Please note that we will be unable to book or amend 20 minute SEN appointments after the system closes. Appointments made after the system closes will be a 10 minute appointment with the class teacher.</i></p> <p>**When booking, please add a comment in the message box if you would like a member of the SEN team to attend your appointment. The SEN team consists of Miss Fowler (SENCO), Ms Hempston (Early Years SEN) and Mrs Pidduck (Senior HLTA/ Advisory Assistant for Inclusion). We will do our best to accommodate requests for individuals but are unable to guarantee this. **</p> <p>Please click this link to book your meeting.</p>
How to attend appointments	<p>Please come to the School Office shortly before your meeting – your appointment is in school and in person.</p>

Please note that on Friday, 14th March school will CLOSE EARLY as follows:

Years R, 1 & 2: 1.15pm
Year 4: 1.30pm
Year 3: 1.25pm
Year 5 & 6: 1.25pm

The Nursery will be CLOSED all day.

There will be no swim session for Foxes and 4V. The catch up session will be on **Tuesday, 25th March, details have been emailed to classes.**

There will no Home Learning club or Football club running on Thursday 13th March. Kids with Bricks club will run as usual and will be led by another member of staff on this date.



Enjoying Learning - Exceeding Expectations



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Children booked to attend the After School Club will go straight from their class to the club at the earlier time noted and ASC will **close at 5.00pm** on this day.

We look forward to welcoming you to our parent/teacher meeting to discuss your child's progress.

Yours sincerely,

Mrs S Pitcher
Headteacher



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