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Dear parent/carer,

In the Junior School we use Individual Education Plans (also known as IEPs) or Behaviour Plans (also known as IBPs - individual behaviour plans) for children on the Special Educational Needs register. These are used to monitor how we are supporting your child's needs at school and how they are making progress in their learning. To keep you better informed about your child's learning, we send the learning plan's to you 3 times a year (Autumn2, Spring 2 & Summer 2).

We use an online system to write these plans and track progress of interventions called Provision Map. We are really excited about this system as it allows you to access your child's plan at any time throughout the term. You are also able to leave comments about how your child is making progress towards their target at home.

We have given you the login details and instructions which will enable you to access your child's learning plans. These accounts allow you to access your child's learning plan throughout your child's time with us - the account does not change so please keep the log in details safe. As this is a relatively new system we would ask that you bear with us and if there are any technical issues to contact the inclusion team directly to assist you. If you have any questions about the learning plan or the provision your child is receiving please contact your child's class teacher in the first instance.

We would be glad to know whether you think this new format is clear, easy to use and whether it gives you all the information that you need. We are happy to provide paper copies of your child's learning or behaviour plan if you do not wish to access it online.

Please email sarah.nutbeam@shirleyschools.co.uk, drop a note into the office for us or ring the school office and leave a message if you have any questions or concerns.

Many thanks for your support and your ongoing communication.

Yours sincerely,

Sarah Nutbeam
SENCO and Inclusion Lead

Headteacher : Mrs. A Hixon BA Hons NPQH
Deputy Head Teacher Jo Tearle BEng MSc PGCE

