People Directorate

Director: Lyndsay McRoberts

Head Teacher – Mrs F Meney

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Our Ref: Your Ref:

Date: 11/01/2023







Dear Parent/Carer,

Early Years Centre - Care Plan Appointments

Welcome back, I hope you had a lovely time over Christmas, and wish you a very happy new year.

Staff have been continuing to work closely with the children in their group to evaluate current targets, and set new targets for this term within their Care Plans. We value your input within this process and would therefore like to invite you in to share your child's Care Plan and discuss their targets. Our next Care Plan Appointments will begin on **Wednesday** 18th January and I would ask that you sign up for an appointment using the sign-up sheet on the noticeboard at drop off or pick up time. Please note, each group has been allocated a specific day. I have attached a copy of the sign-up sheet for your information.

We look forward to welcoming you into the Early Years Centre again. If you have any questions in the meantime, please don't hesitate to get in touch.

Yours sincerely,

Lauren Miller

Depute Head Teacher

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EYC Care Plan Appointments

Please select a time to come into the EYC to meet with your child's Key Worker. This 5-minute appointment will give parents a chance to discuss their child's progress and how they have settled this term in the EYC.

Key workers have set achievable targets personal for each child, and would love to share these with parents and work

sy workers have set achievable targets personal for each child, and would love to share these with parents and work together to set joint targets where appropriate. Please sign up to one of the time slots below 🍪

Time-	Wednesday 18 th January	Thursday 19 th January	Friday 20 th January	Monday 23 rd January	Tuesday 24 th January	Thursday 26 th January	Friday 27 th January
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