



Dear Parents/Carers,

I am writing to you in my role as Head of Academic Outcomes and Inclusion for Hales Valley Trust with an exciting opportunity. In order to increase parental voice and involvement for parents who have a child with SEND, I am hoping to establish a Trust SEND Parent Forum.

The Trust SEND Parent Forum will be a partnership between parents, school, and Hales Valley Trust. It will be a valuable way to share ideas, views, concerns and make suggestions for improvement.

The aims of the Trust SEND Parent Forum will be to:

- Work together to improve the education provided for our children.
- Share information, knowledge, and skills.
- Meet in a mutually supportive environment.
- Further improve communications between parents/carers and staff/governors.

How often will the Trust SEND Parent Forum meet?

- Every term for about an hour. Each term the Parent Forum meeting will be held at different times.
- During the Autumn Term the meeting will be held in the morning.
- During the Spring Term the meeting will be held in the afternoon.
- During the Summer Term the meeting will be held in the evening at 5pm.

Timings and location will follow once I have established whether there is an interest. I am hoping it will be a supportive, informative, and collaborative forum. I am initially looking to recruit 2/3 parents per school with the view to grow this over time. If you are interested in being a part of the forum, can you please contact your school's office who will pass on your details to myself.

I am looking forward to hearing from you,

Kind regards,

Miss Emma Tolley