



Meadowfield School
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Ms Angela Howe, BA Hons, NPQSL
Principal

25th September 2023

Dear Parents/Carers

Year 11 Pupils Moving to Post 16 (6th Form) September 2024

We have been contacted by the SEN Phase Transfer Team who advise us that they are changing the process for collecting parental preferences for this year's (Year 11 Pupils) Post 16 SEN Phase Transfer.

Historically, the school collected this information and forwarded it to the SEN Transfer Team. This year, the SEN Transfer Team are seeking to collect parental preference directly from parents/carers and will email parents/carers asking them to complete an online form with their Post 16 (6th Form) preference.

This is the link that will be shared with you via email, <https://forms.office.com/e/2pi8cswAsu> to submit your preference to the SEN Transfer Team. They intend to email all parents/carers on Wednesday 27th September and will be asking them to submit their preference by Monday 30th October.

If you have any questions regarding the SEN team's email, please contact them via SENPhaseTransfer@kent.gov.uk or if you need assistance to complete the online form please contact Ginny Cosstick at Meadowfield School via the office email, office@meadowfield.kent.sch.uk.

Yours faithfully

Angela Howe
Principal