



COUNCIL OF THE ISLES OF SCILLY

Children and Family Services,
Carn Gwaval, Church Road, St Mary's, Isles of Scilly, TR21 0NA
☎01720 424490
childrenservicesemail@scilly.gov.uk

PRIVATE AND CONFIDENTIAL

Your ref:

My ref: EHE/xx/xx/xxxxxx

Date:

Dear

Name **DOB:**
Elective Home Education

In line with the Council of the Isles of Scilly's working practices, we are now due to make informal enquiries about your **[child's/children's]** education provision.

I would like to meet with you on **[Date]** and **[Time]** at **[Venue]** to discuss your educational provision and plans. If you would like anyone else to join us at the meeting, please feel free to ask them.

If you are unable to keep this appointment, please let me know using the contact details given below and we will make alternative arrangements. The meeting should last for approximately one hour.

Yours sincerely

SEND, Belonging and Inclusion Manager

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familyscilly@scilly.gov.uk

