## SEND Complaints Procedure

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What should I do if I feel that the Local Offer is:

- not being delivered, or
- not meeting my child's needs?

You should contact your child's class teacher and/or the Special Educational Needs and Disabilities Coordinator (SENDCo). Either ring the school on 023 8022 7966, or email info@glenfieldschool.co.uk.

If you have any query related to SEND after discussion with the class teacher and SENDCo you are welcome to make an appointment with the Headteacher or contact the Governing Body.