



North Tyneside Council

Attendance and Placement Team
Commissioning and Asset Management
North Tyneside Council
Quadrant East
Cobalt Business Park
North Tyneside
NE27 0BY

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Date

Private & Confidential

Dear Parents Name

Re: Childs Name and DOB

We have recently been informed by **SCHOOL**, of your decision to home educate your child.

Please can you contact the Attendance and Placement Team on the above number so that we can arrange to meet with you to discuss your plans. We are happy to either visit you at your home, an alternative venue or online, via Microsoft Teams if that is more convenient (I will need an email address to set this up).

Please find enclosed an information booklet on home education in North Tyneside. The booklet explains what your responsibilities are and how we seek to work with parents who are home educating their children within the borough.

I have also included a copy of the Department for Education's, Elective home education departmental guidance for parents; this sets out your legal rights and responsibilities when home educating your child/ren.

As a team we are keen to develop a positive working relationship with parents / carers and young people who are home educated.

I look forward to hearing from you.

Yours sincerely

Sara Irving

Attendance Officer