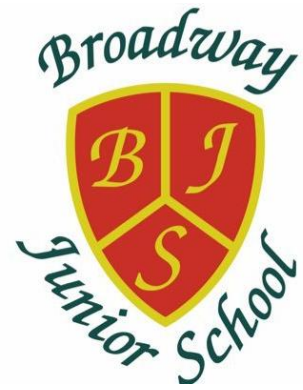


# Broadway Junior School

Springwell Road, Sunderland. SR4 8NW

Telephone: 0191 528 3058  
E Mail: admin@broadwayjuniorschool.com  
Website: www.broadwayjuniorschool.com  
Twitter: @broadwayjuniors



**Headteacher: Mr. D Walton-Jonas**

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26<sup>th</sup> February 2024

Dear Parent/Carer

## Parents' Evening – Spring Term 4HG

We are updating family members on their child's progress. On Monday 11<sup>th</sup> and Wednesday 13<sup>th</sup> March 2024, we will be hosting this term's parents' evening; we hope to find a time that is most convenient for you.

We don't foresee appointments being longer than 10 minutes but please contact your child's class teacher if you need to make alternative arrangements.

We are pleased to offer a choice of face-to-face appointments or, if you would rather, a phone call.

We will write back to you and confirm your appointment.

**The slip overleaf must be returned to school by Friday 1<sup>st</sup> March so that appointments can be allocated and shared with you in plenty of time.**

Yours sincerely,

A handwritten signature in black ink, appearing to read 'D Walton-Jonas', written in a cursive style.

Mr D. Walton-Jonas  
**Headteacher**

<b>My First Child’s Name:</b>	<b>Class:</b>
<b>My Second Child’s Name:</b>	<b>Class:</b>
<b>My Third Child’s Name:</b>	<b>Class:</b>

☐

I would prefer a face-to-face appointment.

☐

I would prefer a phone call.

I can be contacted on this number - \_\_\_\_\_

**Circle the date/time(s) you would prefer below:**

Monday 11 <sup>th</sup> March	3.30 3.40	3.40 3.50	3.50 4.00	4.00 4.10	4.10 4.20	4.20 4.30	4.30 4.40	4.40 4.50	4.50 5.00	5.00 5.10
	5.10 5.20	5.20 5.30	5.30 5.40	5.40 5.50	5.50 6.00					
Wednesday 13 <sup>th</sup> March	3.30 3.40	3.40 3.50	3.50 4.00	4.00 4.10	4.10 4.20	4.20 4.30	4.30 4.40	4.40 4.50	4.50 5.00	5.00 5.10
	5.10 5.20	5.20 5.30	5.30 5.40	5.40 5.50	5.50 6.00					

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Dear Parent/Carer of \_\_\_\_\_,

Your child's Spring Term meeting has been arranged.

Your child's class teacher Mrs Giles will be able to meet with you/phone you on \_\_\_\_\_ at around \_\_\_\_:\_\_\_\_. We anticipate that your appointment will last around 10 minutes.

We hope that this appointment is suitable for you and we have tried to accommodate your initial request. However, if this is in anyway unsuitable, please contact your child's teacher.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'D Walton-Jonas', written in a cursive style.

Mr D. Walton-Jonas  
**Headteacher**