

Broadway Junior School

Springwell Road, Sunderland. SR4 8NW

Telephone: 0191 528 3058
E Mail: admin@broadwayjuniorschool.com
Website: www.broadwayjuniorschool.com
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Headteacher: Mr. D Walton-Jonas

26th February 2024

Dear Parent/Carer

Parents' Evening – Spring Term 4AS

We are updating family members on their child's progress. On Monday 11th and Tuesday 12th 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 1st 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'.

Mr D. Walton-Jonas
Headteacher

Yours sincerely,

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

Mr D. Walton-Jonas
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Dear Parent/Carer of _____,

Your child's Spring Term meeting has been arranged.

Your child's class teacher Mr Scott 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,

Mr D. Walton-Jonas
Headteacher