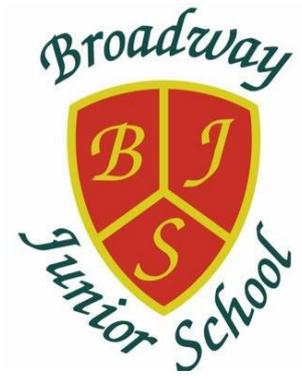


# Broadway Junior School

Springwell Road, Sunderland. SR4 8NW

Telephone: 0191 528 3058  
E Mail: admin@broadwayjuniorschool.com  
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**Headteacher: Mr. D Walton-Jonas**  
BA (Hons), PGCE, NASENCo, NPQSL, NPQH

Work Hard | Be Kind | Shine Bright

16<sup>th</sup> October 2024

Dear Parent/Carer,

## Your child's SEND Review is due with their class teacher

As you are aware, we aim to meet with you regularly so that we can update you on your child's progress. We would like to work with you as we implement your child's latest support plan. We will look to hold these meetings in the week beginning 4<sup>th</sup> November 2024 at a time that is most convenient for you.

**Please note: this arrangement will also incorporate the usual Autumn Term parents evening with your child's class teacher. Therefore, you will not need an additional appointment w/b 11<sup>th</sup> November.**

Please complete the attached slip which will state your preferred appointment time and preference. We will do our absolute best to accommodate a time that best suits you. Rest assured that we will do our best to work around your preferred time.

Please contact your child's class teacher if you need to make alternative arrangements. The slip below must be returned to school by Wednesday 23<sup>rd</sup> October so that appointments can be allocated and shared with you in plenty of time.

Yours sincerely,

Mr. D Walton-Jonas  
**Headteacher**



**Child's Name:**

**Class:**

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:**

<b>Monday</b> <b>4<sup>th</sup> November</b>	<b>3.00</b> <b>3.30</b>	<b>3.30</b> <b>4.00</b>	<b>4.00</b> <b>4.30</b>	<b>4.30</b> <b>5.00</b>	<b>5.00</b> <b>5.30</b>	<b>5.30</b> <b>6.00</b>				
<b>Tuesday</b> <b>5<sup>th</sup> November</b>	<b>3.00</b> <b>3.30</b>	<b>3.30</b> <b>4.00</b>	<b>4.00</b> <b>4.30</b>	<b>4.30</b> <b>5.00</b>	<b>5.00</b> <b>5.30</b>	<b>5.30</b> <b>6.00</b>				
<b>Wednesday</b> <b>6<sup>th</sup> November</b>	<b>3.00</b> <b>3.30</b>	<b>3.30</b> <b>4.00</b>	<b>4.00</b> <b>4.30</b>	<b>4.30</b> <b>5.00</b>	<b>5.00</b> <b>5.30</b>	<b>5.30</b> <b>6.00</b>				
<b>Thursday</b> <b>7<sup>th</sup> November</b>	<b>3.00</b> <b>3.30</b>	<b>3.30</b> <b>4.00</b>	<b>4.00</b> <b>4.30</b>	<b>4.30</b> <b>5.00</b>	<b>5.00</b> <b>5.30</b>	<b>5.30</b> <b>6.00</b>				