

**Principal: Mr D McGilloway**

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19 March 2025

Dear Parents and Carers,

**Year 11 Futures Evening – Tuesday 25<sup>th</sup> March 2025, 4:00pm - 6.00pm**

### **Appointment Booking System**

We would like to invite you to attend the Year 11 Futures Evening on Tuesday 25<sup>th</sup> March 2025 from 4:00 – 6:00pm. This event is for Y11 students to have a 1:1 meeting with a member of the school leadership team. The conversation will be centred around the students so the appointments can either be attended by the student on their own or the students with their parent/carers. During the meeting we will discuss current working grades, targets and predictions and more importantly next steps regarding Post-16 and key actions as we move into the final weeks of teaching before the Y11 GCSE Exams.

Appointments can be made from today (Wednesday 19<sup>th</sup> March) and will close on Tuesday 25<sup>th</sup> March at 12:45pm. Should you wish to make any changes after this time please contact us. If you require further information or assistance in booking an appointment, please contact school and we will support.

Please visit <https://broadoak.schoolcloud.co.uk/> to book your appointments and click here to view the parents' guide for booking: <https://broadoakacademy.clf.uk/wp-content/uploads/ParentGuide-to-book-parents-evening-appointments.pdf>

### **Login credentials**

To login to the parents evening booking system you will need the following information: your title, first name and surname and your email address that we hold on our records, plus your child's first name, surname and date of birth.

If you do not have access to the internet, please contact us by email: [parents@broadoakacademy.clf.uk](mailto:parents@broadoakacademy.clf.uk) or telephone 01934 422000 and we will be happy to add appointments on your behalf or arrange a telephone appointment.

**On the evening**, please enter the academy building via our main reception and sign in with our KS4 helpers. We will then be able to support you in finding your meetings which will predominantly take place in our main hall.

Yours sincerely,

Miss N Forster,

Associate Assistant Principal



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