



Dunswell Academy  
www.swanlandeducationtrust.co.uk

15<sup>th</sup> March 2019

Dear Parents and Carers

**PARENT TEACHER CONSULTATION EVENING (Class 2)**

Due to the original date being postponed, Mrs Burrell's Spring Term Parent Teacher Consultation Evenings are going to be on **Monday 25<sup>th</sup> March** or **Thursday 28<sup>th</sup> March**, the details of which are outlined below.

As well as discussing your child's progress, you will also have the opportunity to view your child's work whilst you are in school.

Please remember that you are always welcome to make arrangements to visit the school at any time during the year if specific issues relating to your child require discussion.

I should be grateful if you would please complete the attached slip and return it to school by **Wednesday 20<sup>th</sup> March**, indicating your preference for an appointment time. I will then endeavour to make mutually convenient arrangements.

Yours sincerely

Miss Oxtoby  
Head of School

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**PARENT TEACHER CONSULTATION EVENING (Class 2)**

**Monday 25<sup>th</sup> March or Thursday 28<sup>th</sup> March**

*(Please return this slip by Wednesday 20<sup>th</sup> March – thank you.)*

**Class Teacher:** \_\_\_\_\_ **Child's Name:** \_\_\_\_\_

Please indicate your preference for an appointment time by ticking the appropriate box:

I/We would prefer our appointment on **Monday 25<sup>th</sup> March:**

- between 3.45–4.45 pm, or  
 between 4.45–5.45 pm, or  
 between 5.45–6.45 pm

I/We would prefer our appointment on **Thursday 28<sup>th</sup> March:**

- between 3.45–4.45 pm, or  
 between 4.45–5.45 pm, or  
 between 5.45–6.45 pm

**Signature of Parent/Carer:** \_\_\_\_\_