



December 2023

Dear Parent/Carer,

Re: Parents telephone appointments

I will be available for telephone appointments after school on the 30th and 31st of January to discuss your son/daughters progress in art. These appointments will start at 3.30pm until 5pm on both days and last 10 minutes. This will give us the opportunity to discuss progress and raise any issues or worries you or your son/daughter may have.

Please can you let me know via e-mail c.friedner@passmoresacademy.com if you wish to book in a time on either date stated in this letter.

If I do not hear from you, I will assume that you are happy with your son/daughter's progress in art.

Kindest regards,

Mrs C Friedner
Head of Art