



# Westlands Primary School

*A member of Swale Academies Trust*



Head of School: Mrs V Pettett  
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VTP/ELB/Ruby Class/Parents' Evening

27<sup>th</sup> April 2021

Dear Parents/Carers

I am writing to let you know that unfortunately Miss Owens will be absent for the next few weeks, and so she will be unable to hold Parents' Evening Consultations at the same time as the rest of the school on 5th and 6th May 2021.

Once Miss Owens returns we will contact you again with details of when she will be holding Parents' Evening, together with information about how to book an appointment. In the meantime, we will be using a supply teacher to cover her class who will be supported by Mrs Beech.

Yours sincerely

Mrs V Pettett  
Head of School