



Dear Teacher and/or School Administrator,

Thank you for agreeing to host one or more of our Fieldwork students at your school. Fieldwork is required as part of the course The Inclusive Classroom. Fieldwork is a wonderful opportunity for our students to observe an experienced professional in a real teaching situation and we are grateful for your participation in our program. Please sign this letter and return it to the student, keeping a copy for your files.

This letter confirms that _____ will conduct 55 hours of Fieldwork observations (one day per week, 5 hours) at _____.

During their time in the school the Pratt student will observe the art teacher and, where possible, speak with other school personnel such as ELL and special education teachers and coordinators. At some point during the semester, the student will need to travel with a class of pupils throughout 1-2 school days to observe them in their other classes. The Pratt student will be at the school all day on M T W Th F (circle one) commencing on ____/____/____ and ending on ____/____/____.

Please use the contact information below to contact the student and the Pratt instructor if there are any school events that might impact this schedule.

Student phone _____ Pratt Instructor _____

Student email _____ Instructor contact _____

Student Signature

Date

Art Teacher/Administrator Signature

Date

PRATT INSTITUTE - ART AND DESIGN EDUCATION – BROOKLYN, NY 11205 – 718-636-3637