

Our Ref:
Your Ref:
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Date:



Mrs Linda Park
Head Teacher

Education, Youth & Communities
Greenfaulds High School
Auchenkilns Road
Cumbernauld
G67 4AQ

Dear Parent/Carer

As outlined in the school calendar there will be a Settling-in/Information meeting for parents and carers of our new S1 pupils on Thursday 27 September between 4 and 6pm.

The format of the meeting will be as follows:

- 4.00 - 5.00pm Drop-in opportunity for any parent/carers who wishes to discuss progress or concerns relating specifically to their child with either DHT S1 or Pupil Support teacher.
- 5.00pm All parents/carers in Assembly Hall for brief meeting with DHT S1 and Pupil Support team.
- 5.15 - 6.00pm Information meeting in classrooms with PTs Pupil Support.
(Topics covered will include Attendance and absence procedures; content of PST courses as well as information about clubs and general supports available)

Please return the attached reply slip to the school office by Tuesday 25 September to allow us to make the necessary arrangements.

I look forward to meeting you on Thursday 27 September.

Yours faithfully

Eileen McLoughlin
Depute Head Teacher, S1

Please return tear-off to the school office by Tuesday 27 September.

Pupil's name (please print): _____ Pupil Support Group _____

I will / will not be able to attend the meeting for S1 parents/carers on 27 September.

No. of adults attending _____ No of children attending*

Please sign and print your name: _____

* As this meeting is intended as an information evening for parents and carers it would be preferable if pupils/siblings did not attend on this occasion. However we recognise that childcare is a problem for many families and that some children may need to accompany their parents.

Isabelle Boyd, CBE, Assistant Chief Executive, Education, Youth & Communities, Civic Centre, Windmillhill Street, Motherwell ML1 1AB
www.northlan.gov.uk

