

Our ref: BH/AM  
 Your ref:  
 Contact: Bernadette Hunter  
 Date: 12<sup>th</sup> February 2016  
 Tel: 01236 794814  
 Fax: 01236737458  
 E-Mail: [enquiries@whitelees.n-lanark.sch.uk](mailto:enquiries@whitelees.n-lanark.sch.uk)

Whitelees Primary School  
 Whitelees Road  
 Abronhill  
 Cumbernauld  
 G67 3NJ

Head Teacher: Mrs Bernadette Hunter

Dear Parent/Carer

Parent/Teacher meetings will be held on Thursday 3<sup>rd</sup> March 2016 from 3.30pm to 8.30pm.

Please indicate the block of time most convenient for your interview.

To allow us to give you an appointment of your choice please complete and return the tear off slip by Friday 19<sup>th</sup> February 2016.

Yours sincerely



Bernadette Hunter  
 HEAD TEACHER

**PARENT/TEACHER MEETING 3<sup>RD</sup> MARCH 2016**

Name of pupil ..... Class .....

Early Evening Appointments: 3.30pm to 5.30pm

Late Evening Appointment: 6.30pm to 8.30pm

Signed ..... Date .....