

Glaitness School



Pickaquoy Road, Kirkwall, Orkney, KW15 1RP
Tel: (01856) 873648 Fax: (01856) 878868
Email: admin.glaitness@orkneyschools.org.uk
www.glaitness.orkney.sch.uk
Head Teacher: Mrs Valerie Bleakley



12th November, 2008

Dear Parent/Caregiver

GLAITNESS SCHOOL TEA TOWELS

The Parent Council have ordered Glaitness School tea towels which they are hoping you may be interested in buying as a Christmas gift for grannies, aunties, etc. A sample tea towel is displayed in the main reception area of the school and also in the pre-school reception.

If you would like to order any of these, can I please ask that orders are with the School Office by **Wednesday 19th November** in order that we can collate the orders and get them back out to you as soon as possible. A tear off slip is attached to this letter for your use and payment needs to be included with your order.

Many thanks.

Yours sincerely

Ms Angela Rosie
Acting Head Teacher

GLAITNESS TEA TOWEL ORDER FORM

Please return this form along with payment to the school office, cheques should be made payable to Glaitness School Parent Council.

Child's Name: _____ Class: _____

I would like to buy tea towels at £3 each. Total enclosed

Signed

