



Be the best you can be, every day

3rd May 2019

Dear Parents/Carers

End of year leavers? (Current Reception to Year 5)

Later in the summer term Surrey County Council Admissions & Transport will be offering September 2019 vacancies to external applicants.

To assist in our planning for the following academic year, we ask parents of pupils in current years R to 5 to let us know if they are or may be considering changing their child's school for September 2019.

For example:

- Year 2 pupils who have received a Surrey offer to an alternative junior school (NB. Surrey does not advise 'current' schools of alternative offers)
- pupils who may be transferring to an Independent school
- pupils looking to transfer to a school closer to their home address, who have/have not yet been offered alternative provision
- pupils moving out of the local area who have/have not yet been offered alternative provision

If you have spoken previously to a member of staff we would ask for you to do so again. **Rest assured that until you confirm their departure, providing this information does commit your child to leaving North Downs.**

We thank you for your prompt response in this matter if applicable to you.

Yours faithfully,

Jane Douglass
Headteacher



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