



Whitstable Junior School

Oxford Street, Whitstable, Kent, CT5 1DB

Tel: (01227) 272385

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8th May 2020

Dear Parent/Carer

Admission Information for Year 3 for September 2020

Firstly welcome to the Whitstable Junior School community following your acceptance of a place for your child, we are delighted that you have accepted and we are really looking forward to your child joining us in September.

To continue the admission process we now need to collect identification and proof of address from you for our records.

We need to you to provide the following information to us as soon as possible:-

- a) Proof of identity for your child – this will need to be a copy of their birth certificate, both pages please
- b) Proof of address for your child – this can be in the form of a letter from the doctor/dentist/hospital/NHS Card, a letter from their infant school or a letter from HMRC confirming child benefit/tax credits.
- c) If b) is not possible then we are happy to accept proof of address in the parents name at the correct address – this can be a council tax bill or a letter from HMRC or a utility bill

Unfortunately we are unable to accept visits into school for you to drop off the documents but we can accept them by email as either a scan or photo or in the post. We will ask you to bring original copies once school has fully reopened.

We look forward to receiving these from you and if you have any questions or queries regarding this then please get in touch with us either by emailing manager@whitstable-junior.kent.sch.uk or phoning the school office between 9am – 3pm Monday – Friday.

We will be communicating with you by email over the coming weeks so please make sure the contact email we hold for you, from your original application, is the one you want us to use.

Our website is also a great place to glean information from. Any letter we email out to parents is uploaded to the letters page;

<https://www.whitstable-junior.kent.sch.uk/page/?title=School+Letters&pid=81>

We also have a school FaceBook page which we use to share information, please feel free to like us so you get notifications when we post on there; <https://www.facebook.com/WhitstableJuniorSchool/>.

Stay safe and take care of you and yours.

Kindest regards,

Annie Knoupe

Headteacher

