



Whitstable Junior School

Oxford Street, Whitstable, Kent, CT5 1DB

Tel: (01227) 272385

Headteacher: Mrs. Annie Knoupe BA (Hons) PGCE NPQH

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19 April 2024

Dear Parents and Carers,

By now you should have received a letter from Kent Local Authority (LA) offering your child a place at Whitstable Junior School. I do hope that you are pleased with this offer and would like to take this opportunity to offer a warm welcome to the school community.

As the letter from Kent LA states, you have until 30 April 2024 to inform us whether you do or do not wish to accept the place for your child. You can inform us by emailing the school at (manager@whitstable-junior.kent.sch.uk). We will accept a phone call informing us that you wish to take up the offer of the place if emailing is difficult. We have been advised that we will require a refusal in writing which could be a letter or an email.

I also want to reassure you that we do everything we can to make your child's transition to us work as smoothly as possible. We will be communicating with your child's infant school and working with their teachers to gather all the information we need to help us allocate the children into class groups. We also ask you to complete a Parent Information Google Form.

<https://forms.office.com/e/ApgJ7gNEk>

This is your opportunity to tell us anything you might think is helpful when we allocate the children to classes. If you are unable to complete the Google Form you can email the school office with any information you might feel is relevant. Please email us by 4pm Friday 10 May. We will send you details of your child's teacher for September during Term 6.

We very much look forward to connecting with your children over the summer term so they are excited and ready to join us.

We will be emailing you information during the next few months which will ask you to complete a number of admission forms electronically and hopefully answer any questions you may have. However, we are always here at the end of an email or phone call if you would like to speak to us. In term 6 we will have an opportunity to meet you so keep an eye out for this date which we will send you in due course.

I look forward to meeting with you and wish you and your family all the best over the coming months.

Kind regards,
Sarah Kent
Headteacher