



# Westlands Primary School

*A member of Swale Academies Trust*



Headteacher: Mrs L Hopkins  
Deputy Headteacher: Mrs V Pettett

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LOH/ELB/Year 6/Secondary Transfer

25<sup>th</sup> September 2017

Dear Parents and Carers

We have received information from Kent County Council (KCC) regarding the 2018 Transfer to Secondary School Procedures. As you may be aware KCC no longer provide paper copies of the admissions to secondary school booklet or the application forms, however they are available online at:

<http://www.kent.gov.uk/education-and-children/schools/school-places/secondary-school-places>

If you do not have internet access please speak to a member of our office team who will be able to assist you. The office also has paper copies of the application form should you wish to complete yours by hand and post it to KCC. In addition, if you require any support in completing the application form (either paper or electronic) our pastoral team will be happy to help you – please make an appointment with them to avoid busy periods.

**All secondary applications MUST be submitted to KCC by 31 October 2017.**

We are required to notify KCC once your application has been completed. Please therefore notify the school office once you have completed your application form and sent it to KCC (either electronically or by post).

As part of this process secondary schools in the local area are holding open days/evenings as follows:

**Westlands School**

Open Evening on Thursday 5<sup>th</sup> October 6.00pm – 8.00pm, presentations at 6.15pm and 7.15pm.  
Monday 9<sup>th</sup> – Friday 20<sup>th</sup> October 2017 – Open Mornings 9.00am and 10.00am (booking essential 01795 477475).

**Sittingbourne Community College**

Open Evening on Wednesday 4<sup>th</sup> October 5pm – 7.30pm.

**Fulston Manor School**

Open day on Wednesday 11<sup>th</sup> October 1pm – 3pm.

**Borden Grammar School**

Open evening on Tuesday 10<sup>th</sup> October 6pm - 8.30pm.  
Open morning Friday 13<sup>th</sup> October 10am - 11.30am.

**Highsted Grammar School**

Open evening on Thursday 5<sup>th</sup> October 4.30pm – 8pm.

Should you have any further questions please speak to your child's teacher.

Yours faithfully

Mrs L Hopkins  
Headteacher

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Westlands Primary School is a creative learning environment where all children are supported to achieve their best.

Trust Principal: Mr J Whitcombe MA

Director of Headteacher, Primaries: Mr M Wilson

Swale Academies Trust Registered Office: Ashdown House Johnson Road Sittingbourne Kent ME10 1JS

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