



## Larkhill Primary School

Wilson Rd, Larkhill, Salisbury SP4 8QB

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Head Teacher: Mrs. Fiona Jenkins

### Pupil Movement

Dear Parents and Carers,

At various points throughout the school year, we know that many of our families will potentially be awaiting news of postings which could move them out of the Larkhill area.

Please can we ask that all families keep us updated with any news of movement, as early as possible. Whilst postings/family moves may seem a long way off, knowing which children are staying and which children are leaving is hugely important for any future plans we make.

If you know your child will be leaving us at any point during this academic year, and you have not already confirmed this with the school office, please contact us to let us know about this. Even if you don't yet have full details of where you will be moving or when, it helps us to have a general idea of pupil movement.

When a child leaves our school, we have a responsibility to notify Wiltshire Council of their transfer. Before they leave us, we will need to know:

- The date of your child's last day with us
- The name and address of the school your child will be transferring to
- The date they will start at their new school
- Your new home address.

If you have any queries about this at all, please do give us a call.

Kind regards,

Mrs F Jenkins  
Head Teacher



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