

Winklebury Federation

Willoughby Way, Basingstoke, Hants RG23 8AF Head of Federation: Mrs S. Mathlin Tel: 01256 323244 E-mail: adminoffice@winklebury-inf.hants.sch.uk E-mail: adminoffice@winklebury-jun.hants.sch.uk

Thursday 25th April 2024

Dear Parents,

We are now beginning the process of organising classes for next year. We will be running 2 classes per year group and as always I want to give parents the opportunity to let me know of any genuine reasons for particular children not being in the same class in September. I will take all requests in to consideration, but I must stress that the reasons need to be because of a genuine issue that has arisen or family connections rather than just not wanting your child to be with a particular child or staff member.

Please put your request in writing to <u>headteacher@winklebury-jun.hants.sch.uk</u> by Monday 13th May.

Kind regards,

Sarah Mathlin Headteacher