

**AKROTIRI SCHOOL**

**R.A.F Akrotiri, BFPO 57**

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Ministry of Defence

 **Headmaster: Mr B. Turner - BSc (Hons) QTS NPQH**

To: The Headteacher of  **Elsie HARDWICKE’s** new school.

Dear Sir or Madam,

In order that we can keep accurate records of children who leave our school, will you kindly complete and return this form, **by email**, as soon as **Elsie**  is enrolled at your school.

Thank you.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I confirm that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has been admitted to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_School on \_\_\_\_\_\_\_\_\_\_\_\_ [date].

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Printed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 [HEADTEACHER]

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| --- | --- |
| Name & Address of Receiving School |  |
| Tel. No |  |
| Fax No |  |
| E-mail |  |
| Website  |  |