

## LETTERS OF GRAMMAR SCHOOL PLACEMENT 1963

Swindon Education Committee

SWINDON.

20th May, 1963.

Dear Parents,

I have today been informed by the Swindon Education Committee that, after investigating a wide range of information concerning Susan's ability and aptitudes and taking many factors into account, it has been decided that it would be in his/her best interests to be transferred to A Grammar School in August, 1963. A further communication concerning this matter will be sent to you shortly.

From eleven onwards each pupil's suitability for the secondary school course which he/she is taking is kept continuously under review and, where grounds develop, the Swindon Education Committee consider annually, at any age, applications from parents or Head Teachers for transfer of pupils from one type of secondary school course to another.

Yours sincerely,

*W. H. Betenson*

Head Teacher.



T. S. MAGSON, M.A. (CANTAB.)  
HEADMASTER

Headlands Grammar School,  
Cricklade Road,  
Swindon, Wilts.

TSM/MM

10th June, 1963.

Dear Parents,

May I let you know how pleased I am to learn that your son/daughter is to transfer to this school.

On Tuesday, 18th June, a MEETING OF PARENTS of all the new pupils will be held at 7.15 p.m. prompt and I do hope it will be possible for you to attend. The Senior Mistress, Deputy Headmaster and I will explain the aims and opportunities of the school and give you essential information about school uniform and other matters. Please bring your son or daughter with you.

After a short talk the new pupils will go to a separate meeting where they will be welcomed by some of their new teachers and prefects and learn what will be required of them when the new term begins.

Although our buildings are new, the school was first founded in Victoria Road in 1896 as the Swindon and North Wilts. Secondary School, and we rely upon the new entrants to maintain our traditions and obey the school rules. The school aims to support parental authority and do everything possible for the welfare and future success of the individual pupil.

I am always pleased to hear from parents or to see them, preferably by appointment, and so is Miss Jacob, the Senior Mistress, who is in charge of the girls' welfare.

If required, forms of application for financial assistance may be obtained from the Head of the child's present school. As you know, the school course extends over at least five years, and many able pupils find it well worth while to remain until 18 or 19 years of age.

It is hoped that every father and mother will be present on Tuesday, 18th June. Prefects will direct you to our Assembly Hall. If you have any special questions it would be helpful if you brought them in writing, with your name and address attached. If you cannot possibly attend will you please arrange for someone (perhaps the parents of another new pupil) to represent you, and to collect the important papers which will be given out.

Yours sincerely,

*T. S. Magson*  
Headmaster.

P.S. You will also be offered an appointment to see the recommended suppliers of school clothing at school on 24th or 25th June, when items may be ordered for payment and delivery at a later date.

SWINDON EDUCATION COMMITTEE

G. W. LABRAM M.A.  
BOROUGH EDUCATION OFFICER  
TO WHOM ALL CORRESPONDENCE  
SHOULD BE ADDRESSED  
TELEPHONE SWINDON 6241



CIVIC OFFICES  
SWINDON  
WILTS.

Ext. 326.

MN/WS  
H.S.66.

11th June, 1963.

Dear Sir (Madam),

Transfer of Children to Secondary Education, 1963

1. ALLOCATION

Further to my letter of the 21st May, 1963, I write to inform you that your child has been allocated to:-

THE HEADLANDS GRAMMAR SCHOOL,  
Cricklade Road, Swindon.  
(Telephone Stratton St. Margaret 2242)  
Headmaster - Mr. T. S. Magson, M.A.

2. AGREEMENT

Enc. I enclose herewith, a Memorandum of Agreement, completed as far as possible, which you are requested to date and sign (over a sixpenny stamp) in the space provided at the foot of the back page. This form must be signed in the presence of a witness (not a member of the family), who will then sign his (her) own name and add his (her) address and occupation in the space provided. You should copy the details of this Agreement on to the blank form previously sent to you, which is intended for your retention.

After completion by you and by the witness to your signature, the form now enclosed should be returned to this office without delay, and if possible, by return of post.

It is a rule of the Education Committee that the Agreement must be completed before the pupil can be admitted.

3. TRAVELLING ALLOWANCES

Those pupils who reside more than three miles from the School will be eligible for the award of travelling allowances and a separate communication regarding this matter will be forwarded shortly where appropriate.

Special transport arrangements are made for certain pupils residing in the Highworth, Cricklade, Purton and Wootton Bassett areas. Further information on this matter will be sent in due course.

4. COMMENCEMENT OF TERM

The Autumn Term will commence on MONDAY, 26th AUGUST, 1963, when your child will be expected to report to The Headlands Grammar School at 9.45 a.m.

Enc. I enclose circulars with regard to general school matters.

Yours faithfully

G. W. LABRAM