



Penwood High School

Address

8 RhodenCrescent,
Kingston20

Phone

876-649-8406
876-672-6054
876-648-1465

Email

penwood.high.saw@moe.gov.jm

The Principal

Gaynstead High School
1 Central Avenue
Kingston 6

September 12 / 2025

Sir/Madam

RE: TRANSFER OF: Shana Kay Morris GRADE: 9

The parent/guardian of the above mentioned student has requested a transfer from

Gaynstead High School to **PENWOOD HIGH SCHOOL**

The transfer is being sought for the following reason (s)

- A change of address
- Proximity to school
- A change in parent/student interest
- Religious affiliation
- Other relatives at the school
- Affiliation to the school
- ✓ ➤ Other

I am willing to accept/release him/her subjected to the approval of the Ministry of Education and agreement of the principal of the school.

Signed:

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Omar Largie (Mr)
Principal

Chairman
Gregory Pullen JP

Principal
Omar A. Largie JP

Vice Principal(Actg.)
Richard Atkins