



EXCELSIOR EDUCATION CENTRE

Methodist Church in the Caribbean & the Americas - Jamaica District.
Founder Dr. The Hon. A. Wesley Powell, O.J. O.B.E., LL.d, M.A., BSc.

EXCELSIOR HIGH SCHOOL

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August 14, 2024

The Permanent Secretary
Ministry of Education & Youth
2 National Heroes Circle
Kingston 4

Dear Sir:

Re: Transfer of: Haylie Steen G9

The parents/guardians of the above named student have requested a transfer
to/from Bridgeport High

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

- ☐ (a) A change of address
- ☐ (b) Proximity to the school
- ☒ (c) A change is in the student's best interest
- ☐ (d) Religious Affiliation
- ☐ (e) Other relatives at the school
- ☐ (f) Affiliation to the school
- ☐ (g) Other

I am willing to accept this student subject to the agreement of the Principal of the school and the approval of the Ministry of Education, Youth & Information.

Yours faithfully,



Deanroy Bromfield
PRINCIPAL

HEADS OF INSTITUTIONS:
PRE-PRIMARY/PRIMARY
Mrs. Claudette Cope, B.Sc. (Hons) M.Ed.
Mrs. Linda Campbell, B.Sc. (Hons)

SECONDARY
Mr. Deanroy Bromfield, B.Sc., M.Ed.

COMMUNITY COLLEGE (DAY & EVENING)
Mr. Philmore McCarthy, MBA, B.Sc. (Hon)