



IRWIN HIGH SCHOOL

"Transforming Ideals Into Reality"

August 19, 2025

The Permanent Secretary
C/o Ministry of Education & Youth
Region IV
Alice Eldemire Drive
Montego Bay

Dear Sir/Madam:

Re: Tavier Clennon – Grade 9

The Parent/Guardian of the above named student is seeking a transfer for the above student from **St. James High School to Irwin High School.**

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

- ☐ A change of residence
- ☐ Proximity to the school
- ☒ A change in the student's best interest
- ☐ Affiliation to school
- ☐ Financial Constraints
- ☒ Other

We are willing to **accept** the student with the agreement of the Principal of the school and the approval of the Ministry of Education.

Sincerely yours,

Victor Newsome (Mr.)
Principal



cc: The Principal
St. James High School

Chairman: Dr. Alloi Allen BSC(Medical science)

Principal: Victor Newsome Msc, B

Deputy Chairman: Rev. TaraTyme Bsc., (UWI) UTC

Secretary/Bursar: Coretta Longo

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GENERAL PRINCIPAL BURSAR