



Dear Parents and carers,

As mentioned in our previous guidance we will be closing early on a Friday afternoon to allow our teachers to have preparation and planning time and allow for additional cleaning of the site. Children should be collected at the specified times below. From **Friday 12<sup>th</sup> June** pupils will be collected after lunch so please make sure they bring their packed lunch if you are providing one. If your child has school lunches then one will be provided, as usual, for your child.

Year Group	Drop off	Pick Up Time
<b>Nursery</b>		
AM Nursery	<u>9.15 AM</u> Please queue on the markings in the car park and wait at the bottom gate	<u>11.30 AM</u> Please queue on the markings in the car park and wait at the bottom gate
<b>Reception</b>		
Honeyberry Sparkleberry Elderberry	<u>9.00 AM</u> Please queue on the markings on the main pathway and wait at the main gate	<u>Monday to Thursday - 2.45 PM</u> <b>Friday – 12.15 PM</b> Please queue on the markings on the main pathway and wait at the main gate
<b>Year 1</b>		
Mango Acer Cherry	<u>8.45 AM</u> Please queue on the markings in the car park and wait at the bottom gate	<u>Monday to Thursday - 3.00 PM</u> <b>Friday 12.30 PM</b> Please queue on the markings in the car park and wait at the bottom gate
<b>Year 6</b> <i>(We would encourage Year 6 children to make their own way onto the school site where possible)</i>		
Bonsai Mulberry Aspen	<u>8.30 AM</u> Please queue on the markings in the car park and wait at the bottom gate	<u>Monday to Thursday - 2.30 PM</u> <b>Friday 1.00 PM</b> Please queue on the markings in the car park and wait at the bottom gate
<b>Key Worker, Vulnerable and EHCP Pupils (For Years 2,3,4,5 ONLY)</b>		
Key Worker/Others	<u>8.45 AM</u> Please queue on the markings in the car park and wait at the bottom gate	<u>Monday to Thursday - 3.00 PM</u> <b>Friday 1.00PM</b> Please queue on the markings in the car park and wait at the bottom gate

Please do not hesitate to get in contact via the office email address: [office@heathland.harrow.sch.uk](mailto:office@heathland.harrow.sch.uk) or by phone if you need any other information.

Thank you again for your continued support,

Yours sincerely,

Ms L Caswell  
Executive Headteacher  
Heathland Whitefriars Federation

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Registered office address: Heathland School, Eastcote Lane, Harrow HA2 9AG

