



An All-through Co-operative School
Carlton Avenue East, Wembley HA9 8NA
Head: Ms Beth Kobel

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4 December 2020

Dear Students/Families

I am writing to inform you of a change in start and finish times to school for all students in Years 7-11. From the start of the Spring Term (**Monday 4th January**) the times will be:

- Year 7-9 (Key Stage 3) Start: 9.00 Finish: 3.25
- Years 10-11 (Key Stage 4) Start: 8.40 Finish: 3.00

Years 12-13 start and finish times will not change.

The reasons for this change is that students in Year 11 have formal Pre-Public examinations and their final GCSE examinations in the Spring and Summer Term. Many of these examinations start before 9am, which will require students to on site from 8.15.

We continue to operate with staggered starts and ends to school through the continued pandemic to reduce contact between year group bubbles. This has been working extremely well and I would like to thank students and families for your support and cooperation with this.

I would also like to take the opportunity to remind you that the school has an INSET day on **Monday 11th January**, therefore students will not attend school on this day.

If you have any further questions please do not hesitate to contact me at st.taylor@preston-manor.com.

Yours sincerely

Mr Taylor
Head of Upper School

