

PRESTON MANOR SCHOOL

Upper School Site: Carlton Avenue East, Wembley, HA9 8NA
Head of Upper School: Mr. Tom Phillips
Email: info@preston-manor.com | Tel: 020 8385 4040

Lower School site: Princess Avenue (off Carlton Avenue East), Wembley, HA9 8LZ
Head of Lower School: Mr. Kevin Atkinson
Email: lowerschooladmin@preston-manor.com | Tel: 020 8385 4089

Executive Headteacher: Mr. Russell Denial | Website: www.preston-manor.com



Tuesday 1st April 2025

Dear parents and carers,

Re: Collection Times for Friday 4 April 2025

As you are aware, the school ends the term with a half day. We will be dismissing children at the following times to ensure that Upper School children who collect Lower School siblings are able to do so.

End times for Friday 4 April 2025

Year Group	Collection Time
Reception	11:55am
Year 1	11:55am
Year 2	11:55am
Year 3	12:05pm
Year 4	12:05pm
Year 5	12:05pm
Year 6	12:05pm

Please can parents ensure that they arrive at the correct times to collect their children to avoid unnecessary overcrowding of the school site.

Thank you all for your continued support.

Yours sincerely

Mr K Atkinson (Head of the Lower School)