



South Harringay School
Pemberton Road
London
N4 1BA
T. 020 8340 2757
E. admin@shsharingey.co.uk

Monday 23rd July 2025

Dear Parents and Carers,

Important Update: Changes to Drop-Off and Pick-Up Procedures for Reception and Infant Pupils

Now that the window replacement works are complete, we will be trialling a new drop-off and pick-up system for Reception and Infant pupils, starting **Monday, 30th June**. **The Pemberton Road gate will open at 8:45 am and close shortly after 8:55 am.**

To improve safety and flow, we are introducing a **one-way system**:

- **Entry:** Please enter the school via the **Pemberton Road gates** (furthest from The Passage).
- **Exit:** Please leave through the **Mattison Road gates**, located near the swimming pool building.

To help ensure smooth movement and avoid congestion:

- **Do not enter through Mattison Road gates.**
- **Avoid lingering** on the school grounds after drop-off or pick-up.

Drop-Off Locations:

- **Reception pupils** must be taken directly to their classrooms.
- **Year 1 and 2 pupils** should be dropped off **at the steps by the building**, not at the gates.

Please see the labelled map on the next page.

For safeguarding reasons, **please do not drop children off at the gates**, as members of the Senior Leadership Team (SLT) will now be stationed near the infant staircase entrance rather than at the gates.

While we previously allowed more flexibility due to the window works, we are now returning to our usual expectations. **Punctuality is essential**—learning begins at **9:00 am**, so all pupils must be in school by **8:55 am**. Doors will be locked shortly after this time, and any late arrivals will need to report to the school office.

Thank you for your cooperation and support in helping us keep drop-off and pick-up safe and efficient.

Yours sincerely,

Athanas

Ayse Thomas
Deputy Headteacher

