



From September 2024

Dear Parent

Re: Locker Allocation

We are pleased to inform you that we are able to offer a limited number of lockers to our pupils. It will be a first come first served basis.

Five Year Contract £25 – Sept 2024 – July 2029 which includes a £5 refundable deposit provided the locker is not damaged / key is returned in July 2029.

Should your child damage the locker or lose the key during the contract period the £5.00 refund cannot be returned, as it will be used to cover the cost of the damage / a replacement key. If pupils do lose their key please advise the Admin Office and we can arrange a replacement key for a further £5.00.

Towards the end of the contract pupils will be asked to empty their lockers and return the key, so that we can prepare to re-allocate for the following year. After a given deadline, the lockers will be emptied and items will have to be claimed back from 'Lost Property'. Items left unclaimed for a further period of time, will then be disposed of.

If you agree with the conditions above and would like your child to have the use of a locker, either please complete the slip below and return with the payment to the Admin Office, near Reception **or pay online via ParentPay.**

Yours faithfully

Mrs K Harris
Admin Assistant

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Please return to: Mrs Harris, Admin Office (near Reception)

Re: **Allocation of Lockers**

Pupil Name	Form	Date
Signature (Parent / Carer)		
I have read and understand the conditions regarding the allocation of lockers I enclose the £25 five year payment for the use of a locker during the academic year of 2024-25 / 2024-29		

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