



September 2022

Dear Parent(s)/Carer(s)

RE: LOCKER RENEWAL

Here we are again at the start of a new academic year.

This is just a polite reminder to all students who have not yet renewed their locker, that this will need doing by Tuesday 6th September. If you no longer require your locker, please inform Students Services or use the tick box below and return to Student Services. If students have not renewed their locker by the 6th, the locker will be allocated to a student on the waiting list and will no longer be available for use. Please ensure all belongings are removed from the locker and the key is returned to Student Services.

Please complete the form below and return to Student Services by **Tuesday 6th September**, payments can be made via ParentPay or cash to Student Services.

Yours faithfully

Mrs Sally Beatty
Student Services Manager

LOCKER RENTAL SCHEME - Please return to Students Services

Students are responsible for:

Maintaining their locker

Replacing lost/broken keys

Making payment for the next academic year or returning the key if the locker is no longer required.

I agree to the above terms and conditions and confirm the details below are correct:

Name:	Form Group:	Year Group:
Name: (Name of other student if you wish to share)	Form Group:	Year Group:
Locker:	Location:	Key Code:

I enclose payment of £ _____ (please circle) Cash ParentPay

I no longer require my locker and do not wish to renew for the forthcoming academic year, I will ensure that I have emptied my locker before the end of the summer term and understand that if I do not the contents will be emptied and disposed of accordingly (please tick)

