



September 2023

Dear Parent(s)/Carer(s)

### Locker Rental

This letter is to inform you of the locker rental scheme we operate here at Passmores Academy.

Lockers are available for rental at a cost of £5, per student, per academic year.

The rental fee is non-refundable. An additional key or replacement key can be obtained at an additional cost of £3.

If you would like to rent a locker, please complete the form below and return it to Student Services by **Friday 22<sup>nd</sup> September**.

You may send the payment along with the form, alternatively you may pay via ParentPay.

The locker allocation will only be given upon receipt of payment.

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: 7

Please circle:

I enclose payment of £5 cash.

I have paid £5 via ParentPay.