



Dear Parent(s)/Carer(s),

As part of a phased introduction for all students, I am pleased to confirm that Lockers are now available for year 10 students. To arrange a locker we require a refundable £10 deposit before a key is issued. This will only be refunded if the locker key is returned and the locker left undamaged. Please note that any of the following will result in the deposit being lost:

- If the locker is defaced in any way
- Any form of sticker on the locker
- Any form of writing or graffiti on the locker

If a student loses their key;

- they will have 1 week to locate the key
- If after this period of time the key is still lost, the spare key will be issued and the £10 deposit will no longer be refundable,
- If the spare key is then lost, a new key will only be issued when a further £10 deposit is paid.

Students will be issued with a numbered locker and will only be allowed access to their own assigned locker. Students will have access to their lockers before and after school only. This is in line with our current covid-19 restrictions on year group bubbles in school. We will look to allow more access for students as soon as we are able to relax the current health and safety measures. Please note that perishable items should not be stored in the lockers.

We apologise that we are only able to accept cash payments at this time.

If you do wish your child to have a locker, please complete the attached reply slip. The deadline for students who wish to secure a locker to return the slip with the £10 is Friday 27<sup>th</sup> November 2020.

Yours faithfully,

*D Lynas*

Mr D Lynas

Assistant Head

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