



10 November 2023

Dear Parent/Carer,

Locker hire

Following an audit of available lockers, we are able to now hire out a small number of lockers to Year 7 students. There are currently 30 available and these will be allocated on a first come/first serve basis.

The lockers are situated between the Science and English/Maths block and can be used to store items such as PE kit, coats or books that students need on site but don't wish to carry around all day. They are not large enough to fit musical instruments, such as violins or trumpets. Each locker is secured by a padlock which is provided by the Academy. Students can not use their own padlocks.

If your child would like to take advantage of a locker, please complete the reply slip below and return to the Finance Department as well as making payment.

The cost of hiring a locker will be £15.00; half being for hire and maintenance of the locker and half being a refundable deposit of £7.50. Once your reply slip and money has been received, your child will be allocated a locker and provided with a key to the padlock. At the end of their time at the Academy, if your child returns their key and the locker remains in a good condition, then the refundable deposit of £7.50 will be returned to you via bank transfer.

Payment should be made via the Academy's online payment system, www.scopay.com

Yours sincerely

Mrs C Turner
Business Director

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Locker hire (please return reply slip to the Finance Department)

Name of Child Tutor group:

My child would like to hire a locker.

I confirm that the charge of £15.00 has been paid via the online payment system and that, if my child returns their padlock key and keeps their locker in good condition, that I will receive a refund of the £7.50 when they leave the Academy.

Signed.....Parent/Carer

Print name:.....