



03 July 2023

Dear Parents/Carers

**Lockers – from September 2023**

We have a limited number of lockers throughout the school that we hire out to students yearly, on a first come first served basis. The annual charge for the use of a locker is £5.00 (non-refundable) which will be available to purchase via your child's sQuid account, from 6pm on Wednesday 12<sup>th</sup> July. These lockers sell out very quickly so please ensure that if your child would like a locker, you purchase one as soon as possible.

Once you have purchased the locker on sQuid, you will receive an email confirmation saying that you have successfully purchased the 'Locker Rental 2023-24'. If the confirmation email does not have the offer title, you may have topped up the purse rather than paying for the rental.

All lockers will **be allocated to students by the Finance Office**, and in September, your child's form tutor will give them a letter with their allocated locker number. You will need to supply your child with a large combination padlock (with a locking bar/hasp no wider than 8mm in diameter and at least 35mm in length). Please note that a luggage lock is generally too small for the doors, and locks with a thin flexible hasp do not securely lock the door.

Random checks of all lockers will be made throughout the year and any locker being used that has not been paid for will have the padlock cut off and the contents taken to Lost Property. Therefore, it is **very** important that you ensure payment has been made, and your child only uses the locker allocated to them. If your child wishes to change lockers during the year for any reason, they must contact the Finance Office to request a move, which will be subject to another locker becoming available.

Yours sincerely

Mrs C Dunne

Deputy Business Manager