

11 September 2024

Dear Parent/Carers,

## **Academy locker rental**

The Academy has 230 lockers available for rental during the school year. They can be used to store coats, PE kit etc. The cost of renting a locker for each school year is £15.00 and students must provide their own padlock. At the end of the year your child will be reminded to remove all items from their locker and take their padlock home.

If your child is interested in having a locker this year, please complete the google form to express your interest by 8am Monday 16 September - <a href="https://forms.gle/N4kcAneiCAkBFq7r5">https://forms.gle/N4kcAneiCAkBFq7r5</a>

Once expressions of interest have been received, we will allocate lockers out on a first come, first serve basis and contact you to let you know if your child has been allocated a locker. We will also provide the date that your child must bring their padlock into school to be given access to their locker.

Payment for the locker will need to be made via the Academy's online payment system (scopay) and must be made prior to child receiving access to their locker. If payment is not received, then the locker allocated to your child will be passed to another student.

If your child is allocated a locker then it will be their responsibility to ensure that they bring their padlock key into school with them each day. If the key is forgotten, and your child needs access to their locker, then Academy staff will need to cut the lock from the locker to provide access.

If you have any queries, please contact the Finance Department.

Yours sincerely

The Bourne Academy