



Charters School

Specialist Sports and Science College

May 2011

Dear Parent/Carer

Locker Hire 2011-2012

In an effort to maintain and check lockers we will be recalling all locker keys at the end of the Summer Term.

As always our new Year 7 intake will be issued lockers as a priority in September. The **remaining** lockers will be available to ALL years to hire annually from September, on a first come, first served basis. The cost of hiring a locker will be £10 (*please make cheques payable to RBWM and write your child's name and tutor group on the back*). If demand exceeds availability I will hold a waiting list and advise you accordingly.

Please ensure that your child's key is returned to Reception by 15 July at the latest in order that the process of redistributing keys and lockers can be started.

All lockers must be emptied before the key is returned. All lost keys will be charged a fee of £5.

Yours sincerely

E. Fearn

MRS E FEARN
Receptionist Team Leader

Ref: Shared/admin/lockers/2010-11/locker keys recall/may11

✂.....

Locker Hire – 2011-12

Pupil Name..... Tutor group.....	Tick ✓ as appropriate
The above named would like the opportunity to hire a locker from September, we enclose our cheque for £10.	
Please find enclosed the locker key hired during 2010-11. The locker has been emptied.	
The locker key has been lost, please find enclosed £5.	

Signed:..... **Date:**.....
Parent/Carer

Please return all payments and keys to Reception by 15 July, latest. The preferred method of payment is by cheque, payable to RBWM, with pupil's name and tutor group and 'locker hire' written on the back.

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Co-Headteachers: Martyn Parker & Richard Pilgrim

