



6 September 2017

Dear Parent(s)/Carer(s),

We are pleased to inform you that lockers are now available for all our new year 7 students. To arrange a locker we require a refundable £5 deposit before a key is issued. This will only be refunded if the locker key is returned and the locker left undamaged. This can be paid through the iPayimpact online payment system.

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 £5 deposit will no longer be refundable,
- If the spare key is then lost, a new key will only be issued when a further £5 deposit is paid.

Students will have access to their lockers before and after school and during break and lunch times but not during lessons.

If you do wish your child to have a locker, please complete the reply slip below with confirmation of how the £5 deposit is to be paid. If you need to pay the deposit in instalments please contact the school office to make suitable arrangements.

Yours faithfully

Mrs J Brown
Head of School
Nottingham Free School

PLEASE COMPLETE AND RETURN THE REPLY SLIP TO THE SCHOOL OFFICE

Student Name _____ Tutor Group _____

- I confirm I wish my child to have use of a school locker
- enclose a deposit of £5.
- I have paid the deposit through the iPayimpact online payment system
- I understand that the deposit will not be refunded if the key is lost or the locker damaged in any way.

Signature

Name _____ Date

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