

April 2019



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Dear Parents/Guardians/Carers

Use of Lockers for students entering Year 7 during Academic Year 2019/2020

It is the policy of The Bishop of Winchester Academy that all students have the use of a locker during their time here. This promotes tidiness and provides a safe place for your son/daughter to put their belongings. We actively encourage students to rent lockers, as the Academy cannot be held responsible for the loss or theft of personal belongings.

We ask parents/guardians/carers of students entering Year 7 to make an on-line payment through sQuid for £30 (which includes a £5 refundable deposit) to cover rental of the locker for the whole period of their time at the Academy, from Years 7 to 11. The charge is a rental fee, and is not refundable when your child leaves the Academy. The £5 refundable deposit will be refunded **ONLY** on return of the locker key to Student Desk when the student leaves the Academy. There is also an additional charge of £5 to replace any keys that are lost or damaged.

The Academy reserves the right to conduct a search of a student's locker

Please feel free to contact the Finance Office if you should have any difficulty in paying the full amount at one time.

Please use the reply slip below to apply for your child's locker.

Thank you

Paul McKeown
Principal

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Year 7, Academic Year 2019-2020

Student Name: _____ **Mentor Group** _____
(if known)

I confirm I have paid £30 through sQuid to cover my son/daughter's locker rental while he/she is at The Bishop of Winchester Academy. I understand that I will have to pay £5 to replace a lost or damaged key.

Signed: _____
Parent/Guardian/Carer

Date _____

For office use only:

Locker number:

Paid by cash/cheque

