



Headteacher
Debbie Smith BEd, NPQH

Sandhurst School

the opportunity to succeed

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7th September 2022

Dear Parent/Carer(s),

Re: Year 7 Locker Hire

Please be advised that the cost to hire a school locker is **£20.00**. This includes a **£5.00** deposit which will be refunded on return of the key at the end of Year 11, or earlier should the locker no longer be required.

If you would like a locker to be allocated to your child, please complete the reply slip below and return it to the Finance Office. Payment can be made online via Scopay, by cash, or by cheque. Cash or cheques (made payable to 'Sandhurst School Private Account') should be placed in a sealed envelope clearly marked 'LOCKER MONEY' with your child's name and tutor group also clearly written on the front of the envelope.

If your child loses their locker key, a replacement can be provided at a cost of **£8.00**.

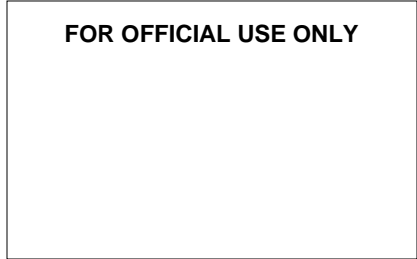
Once payment has been received by the Finance Office, a locker will be allocated as quickly as possible and students will be notified when their key can be collected.

If you are experiencing financial difficulties, please contact me at school.

Yours sincerely,

Mrs T Marshall
Pastoral Admin Support

PLEASE RETURN TO FINANCE OFFICE



Student Name: Tutor Group:

I would like my child to be issued with a locker for the duration of their time at Sandhurst School.

I enclose: Cost of **£20.00**

Payment Method - Please tick one:

- Cheque (payable to 'Sandhurst School Private Account')
- Cash
- Online (preferred) (date online payment made/...../2022)

Signed Parent/Carer

