

Ref: SKY/0717/01



13th July 2017

Dear Parent/Carer

RE: Student Locker Clearance

During the summer holidays the remainder of our student lockers will be fitted with a new locking system, students who have not already done so will need to inform their Company and Student Support Administrator of their chosen 4 digit PIN code.

To ensure this work is completed as smoothly as possible all lockers are to be cleared out before the end of the academic year. This will be completed during Tutor Time during the week commencing 17th July 2017. However, we ask that you advise your child to clear out larger items from their lockers before this date.

If anything is left in lockers after Friday 21st July 2017 it will be recycled, given to charity, or disposed of (this includes any locks remaining on lockers).

If students would like to donate their padlock and keys to the Academy, could they please pass them to Mrs A Lea, in the Social Design office.

Thank you in advance for your support.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Sheena Kelly', written in a cursive style.

Mrs Sheena Kelly
PA to Head of School

Chief Executive: Dr Caroline J S Badyal, EdD, MA BE.d, DipEd, NPQH | Head of School: Mr Mark Arnall BA Hons, MA, NPQH

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