

22 September 2011

Dear Parent/Carers

### Student Lockers

We are delighted with the way Year 7 have settled into Academy life. They look immaculate in their uniform and we are very pleased with the high standards of work and behaviour both in lessons and around the Academy. We do appreciate that the transition from primary to secondary school can be a stressful period, not least in helping students to be organised for their daily lessons and we would like to thank you for your support.

During the early stages of planning our new building, we consulted with students on what they wanted their Academy to contain. One of the most popular requests was for student lockers to store text/exercise books and PE kit rather than carry them around the site all day. We are very pleased indeed that we have been able to provide this facility for our students.

Year 7 lockers are situated in the same area - The Diner - and will be allocated shortly. Students will be shown how to set their own unique PIN number, which will ensure their belongings are kept securely. Please sign and return the attached locker contract in order that a locker can be assigned to your child. Students are expected to take responsibility for ensuring the locker is kept clean and tidy.

Lockers should be cleared at the end of every half term and at the end of each academic year cleaning staff will spring clean them during the summer break, ready for the students return in September.

We would also like to take this opportunity to remind both yourself and our students that any personal belongings that are brought into school are done so at the students' own risk as the Academy's insurance will not cover for any losses. Therefore, I would strongly recommend that students do not bring in any valuable items unless they are required to support them in their lessons.

Any valuable items which are required as part of their lessons, such as musical instruments, can be stored either with student reception or with the teacher if there is insufficient room in the student's locker.

Yours sincerely



A Booth  
Deputy Principal



Specialist Schools  
and Academies Trust  
EXCELLENCE AND DIVERSITY



ACADEMIES

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Registered Office: 75 Westminster Bridge Road, London SE1 7HS

Dear Year 7

22 September 2011

We are delighted with the way you are settling into lessons and Academy life. We know that our procedures are different to what you have been used to in primary school, particularly carrying your text and exercise books around to all your different lessons.

You will have seen that our new building has banks of lockers and we have decided that you will be the first to be given them. All the Year 7 lockers are in the same area – behind the cold food servery in The Diner. We will show you how to set your own, individual PIN number on your locker door which will keep your belongings secure.

To ensure that these lockers are kept in good condition and looked after for future years we are asking each student to sign to the conditions below stating that you will look after and maintain the locker in the condition you have been given it in.

**The conditions are:**

- Only your belongings maybe kept in your locker.
- No food or drinks are to be left in the lockers overnight.
- Nothing to be stuck to the locker (either inside or out)
- The locker and its contents are YOUR responsibility – you must not give your locker PIN number to anyone else.
- You will only go to your locker before or after the Academy day, at break or lunch times, not at change of lesson time.
- Once in the building, outdoor coats must be removed and stored in the locker.
- The cost of any repairs to a damaged locker will be the responsibility of the student.
- Your Family Leaders will carry out termly, random locker inspections.
- Lockers must be cleared of all belongings at the end of every half term

If you would like to have access to a locker please sign below. Lockers will not be allocated until the signed contract has been received.

I \_\_\_\_\_ agree to the conditions stated above.

Student signature: \_\_\_\_\_ Mentor Group : \_\_\_\_\_

Parent signature: \_\_\_\_\_

Date: \_\_\_\_\_

*When completed please return to Student Reception*

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