



Wednesday 18th June 2014

DBN/tw

Student Locker information

Dear Parent/Carer

From September Campion School will be operating a locker rental scheme. This will enable us to provide a high quality secure locker for all students in the vicinity of their form and house base. This is for students to store whatever they wish, for example PE kit, their coat, school books.

Lockers will be rented on an annual basis at a cost of £12 per locker. This will include a combination padlock which should be returned at the end of the year. No refunds will be made during a year once the locker has been assigned.

To secure a locker for September for the academic year of 2014/2015 please make payment by logging into Parent Pay. (If you have difficulty with Parent Pay please contact Student Finance)

Payment must be made before 12th July to guarantee a locker for September. After this date lockers will be allocated on a first come first served basis and we cannot guarantee provision of a locker.

Students in receipt of free school meals will be provided with a locker rent free.

Please note the terms and conditions on the reverse.

Yours faithfully

D. Beniston
Assistant Headteacher



Campion School and Language College

Locker Policy

- Locker rental is for the academic year starting in September and finishing in July.
- Students will be allocated a specific locker
- In July students will be informed the date by which their locker must be emptied.
- Lockers are Campion School property, rented to students for £12 for the school academic each year.
- All lockers are supplied with a combination padlock. Should the padlock be lost students will be charged £8 for its replacement.
- Students will be issued with the padlocks combination and instructions how to change this if they wish. Should students forget their combination they should inform student reception who will remove the padlock and reset the combination.
- Students must use the lock provided – others will be removed and not returned.
- The locker padlock and its contents are your **child's responsibility**.
- Your child must report any problems with this locker to the student reception office immediately.
- Your child must not swap lockers with anyone without speaking to a member of staff in the student reception office first.
- Students must not write on or damage any locker. The lockers are regularly checked for damage or vandalism.
- No decoration of lockers is allowed.
- Students must not change the number written on the front of the locker.
- Students must regularly clean out their locker. Food/drink should be removed at the end of each day.
- Damp/wet clothes should be in plastic bags and removed at the end of the day.
- The school reserves the right to open lockers at any time. Where possible this will be done in the presence of the student.