

Our ref: DLE/RPE/ERE/Lockers

Date: 7th July 2022

Dear Parent/Carer,

Re: Dame Elizabeth Cadbury Lockers

Over the summer holidays we will be removing all the lockers from the school site. We therefore ask that pupils empty out any belongings by Friday 15th July. In order to have the deposit returned, pupils must return their locker key to reception, once the contents have been emptied.

If the locker deposit was paid via Wisepay, once the pupil has returned their key to reception, the £5 will be refunded back onto the card used to make the original payment. If the locker deposit was paid via cash, once the pupil has returned their key to reception, the pupil will be given a bank transfer form, which must be completed and handed bank into reception for the deposit to be returned. We ask that any bank transfer forms are handed into reception by Tuesday 19th July.

Thank you for your continued support.

Yours sincerely,



Mr D Lowbridge-Ellis
Headteacher