



ASHMOLE

ACADEMY

An Ashmole Academy Trust School

CEO: **Mr Derrick Brown** MA, MBA, Dip.Ed
Head Teacher: **Mr Tim Sullivan**

27th February 2023

Dear Parent/Carer

Re: Year 12 Lockers

We are now in a position to offer our Year 12 students a locker which they will keep for the remainder of their time in the Sixth Form. Given that students will have an increasing number of assessments and examinations which will occur over the course of the next year, it is our advice that students take up the offer of being issued with a locker so that they can keep their personal possessions safe. Students are not permitted to take any coats, bags or personal items, including mobile phones into an examination venue and therefore they will need a safe place to keep these items at those times. As I am sure you can understand, we cannot accept responsibility for items left in the Sixth Form Centre during the examinations if students choose not to get a locker.

I must make clear that lockers are the property of Ashmole Academy and are on loan to students, the Academy reserves the right to search lockers at any time. Lockers must be in the same condition at the end of the loan period as they were at the time of being issued. The school is not responsible for theft, damage, or vandalised personal property and students should keep only items necessary for school in the locker.

If you would like for your child to be assigned a locker, then please pay a £10 deposit on ParentPay and select 'Year 12 Locker'. Once this payment has been registered with ParentPay, students need to see Mrs Leblond, Sixth Form Teaching Assistant, upstairs in the Sixth Form Centre who will issue them with a key. At the end of Year 13 a £5 cash payment will be returned directly to your child on returning their locker key. Deposits will not be returned for keys that were not issued by the school. Should you have any questions regarding the payment then please email finance@ashmoleacademy.org directly.

Yours faithfully

Mr M Littleford
Assistant Head Teacher

Cecil Road, Southgate, London N14 5RJ • Tel: 020 8361 2703
E-mail: office@ashmoleacademy.org • Website: www.ashmoleacademy.org

Ashmole Academy Trust Registered in England & Wales. Registered address: Cecil Road, Southgate, London N14 5RJ. Company Reg. No. 07375627

