



BEDFORD FREE SCHOOL

SERVING BEDFORD & KEMPSTON

Principal: Mr M Lehain
12-16 Cauldwell Street,
Bedford, MK42 9AD
Tel: 01234 332299
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15th July 2016

Dear Parents/Carers,

It's that time of year again when we need to empty lockers. Please could you make sure that your child's locker is completely empty by Friday 22nd July. Any items left in lockers will be bagged up and kept till the 26th September before we donate to charity.

An annual rental charge of £5 per student will be made to cover the cost of administering and maintaining the lockers. If your son/daughter would like a locker in September please pass your completed reply slip and money to Miss Carter in a named envelope marked with "Lockers" by break time on Friday 16th September.

We will issue a 4 digit padlock code which they will have to remember, however if they forget their code, Miss Carter in the school office will keep a record, but any lost padlocks will be the students responsibility and the student will have to purchase a replacement padlock and code from Miss Carter. We do not allow students to bring in their own padlocks, if seen to do so they will be removed.

Students who have paid will be allocated their locker by Friday 16th September ready to begin using them on Monday 19th September.

Yours Sincerely,

Miss R Carter
Finance Assistant

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Student Name: _____ Form: _____

I would like my child to rent a locker for the year. I enclose the sum of £5 as payment.

Parent signature: _____

Parent's name: _____

