



16 October 2026

Dear Parent / Guardian

Locker Padlocks

To help keep students' belongings safe and secure, we would like to remind you that all lockers should be secured with a padlock.

Please be advised that any lockers that do not have a padlock fitted by **4 November** will be secured with a zip tie and will no longer be available to that student. This measure is being introduced to reduce the risk of students' property being lost, damaged, or accessed by others when lockers are left unlocked.

We are aware that some students received their locker numbers later than anticipated and may therefore have had less time to arrange a padlock. For this reason, the 4 November deadline has been chosen to allow sufficient time over the half-term break to obtain a padlock. All students were also given an opportunity this week to let their Head of Year know if they were unsure of their locker number and will continue to be able to approach their tutor if they are still experiencing difficulties.

Padlocks can be purchased independently or through ParentPay.

We appreciate your support in helping us ensure that students' belongings are stored securely and thank you for your cooperation in this matter.

Kind regards

Mrs N Benham
Assistant Headteacher & SENCo

