



Castle Donington College

Principal: Mrs Julie Sheppard

Vice Principal: Mr Nathan Barratt

Assistant Principal: Mr Ben Wilkinson

JS/LD/Lockers

6th June 2022

Dear Parent/Carer,

Locker Refund

You will be aware that for most of the last two years we have not allowed pupils to access their lockers. This was in response to COVID restrictions regarding transmission of the virus from touch points.

You have paid to hire a locker during this time and therefore we will be refunding payment for the three months of 2020 (£1.00) the whole of 2021 (£3.00) and 2022 (£3.00). Not all pupils had lockers for all of this time and so we have set out the refunds to be awarded in the table below.

	Hire period where Locker unavailable	Refund
Year 8	2021-2022	£3.00
Year 9	2019-2022	£7.00
Year 10	2019-2022	£7.00
Year 11	2019-2022	£7.00

Most pupils have returned their locker key. For those who have not returned their locker key, we have to assume this is lost and will deduct £3.00 from the refund to cover the cost of a replacement key.

Refunds will be made via Parent Pay and you should see the relevant refund appear as a credit over the next few weeks. We are aware of a small number of pupils that do not have a Parent Pay account; for these pupils we will be returning the deposit via a cash payment. We will contact parents this applies too in advance of the refund being issued.

We plan to relaunch the locker hire in the Autumn Term for all pupils and so will contact you again with more information about our relaunch.

If you have any questions regarding lockers, please email postroom@cdcollege.uk.

Yours faithfully,

Stefanie Shaw
Services Manager