



Prince William School
Herne Road
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Northamptonshire
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Dear Parent/Carer,

As part of the ongoing building works taking place over the summer holiday, we need to relocate and redistribute student lockers across the school site.

To help ensure that no personal belongings are misplaced during this process, we ask that all students with a locker completely empty it before the end of term and return their locker key to the Front Office. Students will be allocated time during the last days of term to carry out this task.

We ask that all lockers are left open with the key removed and returned to reception.

Students who currently have a locker and wish to continue using a locker next academic year will be allocated a new locker once the relocation work has been completed. To help us plan the allocation of lockers, please complete the online form below and let us know whether your child would like a locker for the new academic year. [Locker Data Capture – Fill in form](#)

If your child does not currently have a locker but would like one from September, please review the information here [Prince William School](#) which details how to sign up for a locker. Any requests will be dealt with in September and issued as soon as possible.

Any deposits for returned lockers for students who do not wish to continue using one next year will be processed once all of the locker process is completed.

Students who do not empty their locker or return their key before the end of term risk their belongings being removed during the relocation works. Any personal items remaining in lockers will be disposed of accordingly. The school cannot accept responsibility for personal possessions over the summer.

Thank you for your support and cooperation while we carry out these essential improvements to the school.

Yours faithfully,

School Operations Team
Prince William School



Respect



Resilience



Ambition