

10/12/2020

Dear Parents & Students

Changes to Lost Property location and School Shop Provision

LOST PROPERTY

Lost Property is on the move to a new home with effect from Monday 14th December.

In future boys will be able to visit Lost Property during Form Period (Monday, Wednesday & Friday 8.30 – 9.00). It will be located on the right down the Head of Year corridor, in the Main Block.

All unnamed items will be sorted and left in this Lost Property Room. **All named items** will be taken to Resources and boys will be asked to collect items in Form Tutor Notices on a regular basis as is the current system.

To reduce the number of lost unnamed items, please ensure **all items** brought into school are clearly named.

During the last week of term, all unnamed items will be in the new Lost Property room. If your son has lost something this term, please ask him to visit! There are several sets of new school shoes and a number of coats.

I have had 3 volunteer Mums helping out to sort Lost Property and I would like to thank them for giving up their time to do this most valuable service.

SCHOOL SHOP

The School Shop will be run by our new catering company, Cucina, from January.

The School Shop's last day of trading this term will be Monday 14th December. It will then have a refit and reopen for business on Monday 4th January 2021.

Yours sincerely

Tanya Warner
Resources Centre Manager