



HECKMONDWIKE GRAMMAR SCHOOL

SAT/JDN

9 July 2026

Dear Parents/Carers

As we approach the end of the school year, all students in Years 7-10 will be asked to clear all litter and belongings out of their lockers so that appropriate maintenance can take place over the summer holidays. Anything left in lockers over the summer will be disposed of.

Students will be able to collect an envelope from their form tutors and should clear their lockers out by the end of school on Tuesday 14th July. When their locker is cleared, they should then write their locker number on the envelope and return it to a drop box in the Pastoral Office.

If the locker key has been lost, students should still write their locker number on the envelope and place it in the box empty. This will enable staff to replace the lost keys. In this situation, students will need to ask for a master key from Mrs Ship to empty their locker.

Students have already paid a deposit for their keys and so no further payment is required. Lockers will be reallocated in September.

In order for Mrs Ship to assess the demand for lockers next year, please complete the following form to like to have one.

<https://forms.cloud.microsoft/e/L4Uf2yBD7f>

Yours faithfully,

Simon Taylor
Assistant Headteacher

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