

10th January 2025

Dear Parents/Carers,

We are pleased to inform you that we will be holding a lost property collection shop next week. This is an opportunity for you and your child to reclaim any items that may have been lost during this academic year or possibly longer.

We have a variety of items including uniform, PE kits, coats, bottles, scarves, shoes, and more that have been left around the school. The details of the event are as follows:

Date: Wednesday 15th January Time: 3pm - 4pm Venue: Community Classroom (next to main reception)

We encourage both parents/carers and students to attend and see if they can retrieve any lost items. Please note that all unclaimed items will be cleaned and either made available for sale at a future pop-up shop or donated to charity.

To aid us in returning lost items more efficiently, we recommend that all uniform, PE kit, coats, etc have your child's name clearly written or labelled on them.

Please be advised that due to the volume of lost property, we regret that we are unable to take requests for specific missing items.

Thank you for your cooperation and support.

Yours sincerely,

Mrs J Goslin
School Business Manager