

# THE NORTON KNATCHBULL SCHOOL

## An International School with Language and Science Specialisms



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(Founded 1630)

Headteacher: Ms S. K. Staab, BA, MA, Dip Trans

5 September 2018  
SPM/hp/SixthFormDeposit/Sep18

Dear Parents/Carers

### **Re: Sixth Form Deposit**

Your son/daughter has now successfully enrolled onto courses at The Norton Knatchbull School Academy Trust. This year, in the Sixth Form, we are asking for a £50.00 deposit towards the cost of your sons/daughter's textbooks, library books, 6th form locker and photo ID.

He/she will be supplied with the necessary course textbooks, access to online resources, ID card and locker key on presentation of their receipt card. These items must remain in good condition and are the responsibility of your son/daughter. If any item is lost or damaged, in any way, whilst they are studying at NKS the deposit will be used to replace or repair the item (except in the case of the ID/lanyard which is detailed below).

Your son/daughter, under the Health and Safety procedures at NKS, is required to wear a photographic ID/lanyard whilst on site. If he/she loses the ID/lanyard they will be required to replace it at their own expense.

Should all the equipment remain in good condition and if all items are returned at the end of Year 13, or when your son/daughter leaves the school, the deposit will be reimbursed in full.

Deposit payments must be made by cheque payable to the Norton Knatchbull School. Please write your son/daughter's name on the reverse of the cheque.

On receipt of this form your son/daughter will be handed a receipt card, which will enable them to obtain the equipment they need.

Yours sincerely

Mr S Messenger  
Head of Sixth Form

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### **NKS Sixth Form Deposit – Please return this slip in the enrolment pack.**

I attach my son's/daughter's £50 deposit by cheque and am aware that this deposit is refundable subject to the above agreement.

Student name \_\_\_\_\_ Form \_\_\_\_\_

Parent/Carer signature \_\_\_\_\_ Date \_\_\_\_\_

