

## School Lockers Terms and Conditions

- Lockers are assigned by the school and must only be used by the students to whom they are assigned. **Lockers must not be shared between students.**
- Students are responsible for always keeping their locker secure by using the keys/padlocks provided by the school. Personal locks are not permitted.
- The school reserves the right to access a student's locker at any time.
- Lockers should only be used to store school-related items such as textbooks, school supplies, and personal belongings. Perishable food items should not be left overnight.
- Students are responsible for keeping their lockers clean and in good condition. Stickers, markings, and graffiti are strictly prohibited and may result in the loss of locker privileges, disciplinary action, or both.
- Any damage to the locker should be reported immediately to the Lockers Administrator. **Students may be held financially responsible for any damages.**
- **Lost keys or padlocks will incur a £5 charge and must be reported immediately to the Lockers Administrator.**
- Students may access their lockers during school hours only.
- The school is not responsible for any loss, theft, or damage to personal belongings stored in lockers. Students are encouraged to avoid storing valuable items in their lockers.
- Students are advised to report immediately any theft or suspicious activity related to lockers.
- **Lockers must be emptied and cleaned during the last week of the school year or when a student leaves the school. Keys and padlocks must be returned to the Lockers Administrator.**
- Any items left in the locker after the designated clean-out period will be disposed of by the school.
- Misuse of lockers, including failure to comply with these terms and conditions, may result in the loss of locker privileges, disciplinary action, or both.

**By using a locker, students agree to adhere to these terms and conditions.**