

# Locker Policy

Locker Policies: Excerpted from Section 21.10 of the Parent Handbook

1. No items of any kind may be affixed to the outside of lockers. Students should only use magnets to affix items to the inside of their lockers. Students may not use any form of adhesive (including but not limited to tape, glue, putties, “plastic-tack”, gum, etc.) on the inside or outside of lockers.
2. Writing on lockers (regardless of what is used, including pencil) or otherwise damaging lockers will result in the potential loss of locker privileges, and payment for any damages will be required.
3. Lockers may not be traded with another student.
4. Any locker malfunction should be reported to the office immediately.
5. All lockers have built-in combination locks. Locker numbers and combinations are issued to students at the beginning of the school year. Lockers should be kept locked at all times.
6. Items such as pencils, pens or other objects should not be used to compromise the locking mechanism. Students are cautioned against telling their combination to each other. Anything found in a locker is presumed to belong to the student to whom the locker is assigned.
7. Administration has master keys and combinations which permits them to enter all lockers. Students should expect occasional inspections of lockers by school administration.
8. **Backpacks, equipment, and other personal effects may not be left in the hallway adjacent to student lockers or in any other public areas of the building. Unattended personal items left in public areas will be collected by faculty or staff and placed in lost-and-found or in the front office. If a personal item does not fit in a student locker, it must be stored in a classroom or in another non-public area of the school with permission of faculty or administration.**

