



"In All Things Love"

St Joseph's School Port Lincoln

Student Lockers Years 6 - 12 Procedure



Educating in faith, hope and love.

CLARIFICATION PROCEDURE

Lockers at St Joseph's School enable Year 6-12 students to store their bags, books and personal belongings securely.

Students will use one of the School supplied padlocks to secure their locker. The school will hold a record of the combination and a master key to the padlock if any students have difficulty unlocking their padlock. In some areas of the school roller doors and other necessities have been installed to ensure the lockers are safe at all times during the day.

Deposit for padlocks

The School requires all students to pay a \$15 deposit for their padlock. The \$15 is a once off payment that will be refunded once the student has completed their education at St Joseph's School and after a final inspection of the locker. It is expected that once the student has finished their education at St Joseph's School, their locker is cleaned and locked with the padlock.

At the end of each school year we will request students to clean out their locker for the year and place their padlock on their newly allocated locker for the new year. If a padlock is lost or damaged, a further \$15 deposit will be required to obtain another padlock.

School's Responsibilities

The lockers are the property of St Joseph's School.

- The School will maintain the lockers in good working condition, in a clean and secure environment so that students can be assured of the safety of their belongings.
- Inspect lockers at the discretion of staff in the presence of students to ensure that lockers are maintained in a clean and neat manner.
- Inspect lockers at the discretion of the Principal in the presence of students to ensure that the School is a safe environment, free from prohibited substances.

Students' Responsibilities

As tenants of the lockers and responsible for this private space that has been created for them, the students will:

- Keep the combination number of their padlock secure and not divulge it to any other student.
- Ensure that lockers are kept neat and tidy and locked with a lock provided by the school, at all times.
- Keep lockers free from stickers, graffiti or photographs. Students will be charged for the cost of removal of graffiti or stickers from the interior or exterior of their rented lockers.
- Not hang bags or other belongings on locker doors.

Violation of another person's locker is considered a serious breach of our school code (Respect for property), and will be dealt with severely. Suspension from the School Community is to be expected.