

Locker Agreement

The following agreement sets out the conditions of issue and use of College lockers. Please complete the application form to request a locker.

TERMS OF USE

1. Lockers are issued to students for the school year at the discretion of the College. Locker privileges may be terminated if Terms of Use are breached.
2. Lockers must be kept locked at all times except when being accessed by the student.
 - a. Students are required to provide their own suitable lock.
3. Students are not to swap lockers with any other student.
4. Students may access their lockers at the following times:-
 - a. Before the first class of the day,
 - b. during recess and lunch breaks,
 - c. after their last class of the day.
5. Lockers are to be treated with care and respect, and kept clean and tidy.
 - a. Lockers are not to be defaced or damaged.
 - b. Pictures and posters are not to be stuck on any part of the locker.
 - c. Food and drink is not to be stored in lockers overnight.
6. Students are to clean out lockers at the end of each term.
7. Students must be able to open their lockers at any time when requested by a College staff member.
8. Valuable items are not to be stored in lockers overnight.

If a student breaches any of the Terms of Use, consequences may include:

- The removal of locker privileges.
- Students and their parents/carers will be required to pay for repairs or replacement of the locker when locker is damaged by deliberate or careless acts.
- Other consequences as deemed appropriate by the College.

AGREEMENT

Student Name: _____ PCG Class: _____

I understand and accept the conditions of the Locker Agreement and will undertake to look after the locker that has been issued to me accordingly. Locker number

Student sign: _____ Date: _____

Parent/Carer:

As the parent/carer of the student named above, I have read, understand and agree to the Terms of Use of the Locker Agreement.

Name: _____ Sign: _____ Date: _____

Office use:

Processing		By (Initial)	Date
Locker # Issued			
Scanned copy of agreement saved to Student Compass profile: Chronicle – General Obs, attach copy, pin until end of year.			
Copy of agreement emailed to students and parent			

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