

Saint Clare/Saint Paul Locker Procedures & Regulations

It is the goal of the administration and faculty of Saint Clare/Saint Paul's School to efficiently facilitate the school day by lessening students' carrying needs, and maintaining a prompt schedule by using lockers. Using these lockers will help students by eliminating the carrying of backpacks during the school day, (backpacks are still needed to carry books home), and aiding in safety within the classrooms and in the hallways from the obstacles on the floor. These are the procedure and rules that will be implemented:

Procedures:

- Students report to homeroom, empty their backpacks, turn in all cell phones, and await instructions by their homeroom teacher to proceed to the lockers to put away their coats, backpacks, afternoon books, if applicable, lunch and other items.
- Students may go to their lockers in the morning, at lunch, and at dismissal, at the direction of their homeroom teacher.
- Students may go to the lockers before or after specials, as directed, to store books and materials. At no other time should students be at the lockers.
- The administration reserves the right to open and inspect lockers and the contents at any time for the safety of the school community.

Locker Use Rules:

- For school safety reasons, students are not to place locks on the lockers.
- Cell phones must not be left in lockers.
- Nothing is to be affixed to the outside of lockers.
- Use of tape, stickers or other adhesives to secure pictures, etc. inside lockers is prohibited.
- Magnets may be used to secure such items.
- Students are not to open any other student's locker or remove items from lockers.
- Students are not to slam, mishandle, or abuse lockers in any way.

Please remember that the use of a locker is a privilege and that if a student does not follow these rules, their privilege may be revoked.

When this form is returned and signed, the student will be assigned his/her locker.

Thank you for your support in this matter.

I agree to the procedures and rules for the use of lockers.

Student Name: _____ Parent Name: _____

Student signature: _____ Parent signature: _____