

STUDENT LOCKERS

Background

Wherever feasible, grades 7 to 12 students are to be provided with a lock and locker wherein articles can be kept for safekeeping. All locks must be provided through the school. School administration reserves the right to enter a locker at any time for reasons related to student safety or suspected violation of Administrative Procedure 350 – Management of Student Behaviour, without advance notice to the student.

Principals are responsible for the administration of this administrative procedure.

Procedures

1. Only combination locks rented through the school shall be placed on school lockers.
2. Each Principal must develop a system to ensure that:
 - 2.1 Locks are purchased through the school for each locker (by rental or sale).
 - 2.2 Locks are paid for by students (subject to Administrative Procedure 506).
 - 2.3 Students are assigned to specific lockers.
 - 2.4 A master list of all combinations shall be maintained by the school office.
 - 2.5 Students are notified in writing of this administrative procedure.
3. In special cases where a student is unable to use a combination lock, the Principal or designate has the authority to allow the student to supply his/her own lock and supply a copy of the key to the school office.

Reference: Relevant Legislation & Guidelines