



AGREEMENT FOR THE USE OF A SCHOOL LOCKER

Student Name _____ Tutor Group _____

I agree to be responsible for the careful and appropriate use of The Elmgreen School locker.

I agree to the following code of use:

- A locker is only for items required for school use
- A locker is only for the use of the named student
- Food, used P.E kit, or any perishable items must not be left in lockers overnight
- I will not deface or mark the locker in any way. This includes pictures, stickers, writing etc. Any damage to a locker will have to be repaired and paid for
- Access to the lockers cannot take place during lesson time or lesson changeover
- I understand that I must report a lost key immediately to the School Office. A replacement key will cost £3.50
- I understand that I will lose my right to a locker if not used appropriately
- I understand that I will lose my right to a locker and returnable deposit if I do not return my locker key at the end of the school year

A REFUNDABLE DEPOSIT OF £5.00 MUST BE MADE ON COMPLETION OF THIS FORM IF THIS IS YOUR FIRST LOCKER KEY (Please see attached form)

Student Signature _____

Parent signature _____

For office use only

MBU	→	Premises	→	School Office
1. Confirm payment made		Locker No _____ Key Issued _____ (date)		File (locker folder)
Premises	→	MBU	→	School Office
Confirm key returned		Refund Deposit		Student file