

Sligo Grammar School

Telephone: 071 9145010 Email: admin@sligogrammarschool.org



School Locker Policy

1. Day Students pay a fully refundable deposit of €25* at the beginning of term. On receipt of payment they are allocated a school locker.
2. The school locker remains the property of the Sligo Grammar School for the entire school year. Sligo Grammar School reserves the right to withdraw a locker from a student if deemed necessary.
3. Students who deliberately mistreat a school locker or fail to look after their locker properly will have their locker withdrawn.
4. Students are expected to keep their locker in excellent condition at all times. Lockers are to be kept clean and tidy.
5. Each locker is provided with a lock and key. Students are responsible for the safe keeping of the key. A replacement charge will be required for the lost keys. Students should ensure they have a system in place for the safe keeping and identification of their locker key.
6. Students may not move to a different locker without the permission of the School Coordinators.

*Deposits will be fully refunded on locker and key being returned in the same condition as it was provided.

General information regarding lockers.

1. Students are reminded that lockers are not designed to hold all their belongings required for school. The school locker is designed to act as an overflow storage area for belongings during the school day. Students need to organise themselves, their school bag and their locker, in line with their timetable so that they can get the best possible use out of their locker.
2. A bag rack is available for the storage of sports gear and other personal items. All items on bag racks must be stored in a bag.
3. Students should visit their locker at the following times:
 - On arrival at school
 - At break time
 - At lunch time
 - At the end of school

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Please complete the following form and return/bring to the school, along with €25 deposit, for locker allocation at the beginning of term.

I _____ have read the Sligo Grammar School Locker Policy. I agree to the terms and conditions as outlined in the policy.

For office use only:

Student Name: _____

Form: _____

Locker Number: _____

Deposit Return: _____

Completed: September 2018

Policy Reviewed and updated by Board of Management: ____21st January 2019____

Signed ____Noel L Regan____ Date ____21st January 2019____
Chairperson, Board of Management

Signed ____Michael Hall____ Date ____21st January 2019____
Principal

Due for next review: _____2022_____