



**LORETO SECONDARY SCHOOL,
CLONMEL**

Lockers Policy

**Ratified by
The Board of Management
on 25th May 2023**

Locker Policy for Loreto Secondary School, Clonmel

All lockers assigned to students are the property of Loreto Secondary School, Clonmel. In other words, lockers are not the property of students, rather **students have the use of them during their time in school** and this use comes with definite responsibilities. At no time does the school relinquish its ownership of lockers.

Lockers are intended to assist students with their daily school activities and are assigned to students for use during the school year based on the following:

- Use of a school locker is not an automatic right, but rather a privilege.
- Students may opt-in to having a locker. It is anticipated that not everyone will wish to avail of the use of a locker.
- Students receive the key to the locker at the start of the school year and this key must be returned at the end of the school year.
- Lockers **MUST** be locked at all times.
- The locker key is the student's responsibility. If your locker key is at home, students will have to work without the items in the locker. If this is a regular occurrence, the student will forfeit the use of the locker.
- Lost locker keys must be replaced. The fee to replace lost locker keys is €10.
- Students are responsible for their assigned locker.
- Students should keep lockers clean and organised.
- Students require a school bag with them **every day** to put books into, which are needed for four morning classes or two afternoon classes.
- Students can go to their locker up to 8:45am in the morning, at lunch time and after school. There is not enough time to go to the locker at break time. Outside these times students need a teacher's permission to access lockers.
- Students participate in a clean-up rota to maintain locker areas in good order.
- Students are responsible for safeguarding their own property at all times.
- The school is not responsible for loss or theft or damage of material stored in lockers.
- If a locker requires maintenance, please inform the Deputy Principal.

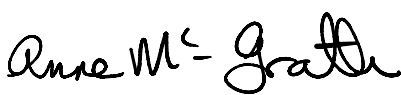
In taking up use of a locker a student and their parent/guardian agree to the above.

This policy was agreed on the date noted below.

Signed: 

Ms. Mary Ryan, Chairperson of Board of Management

Date: 25th May 2023

Signed: 

Ms. Anne Mc Grath, Principal

Date: 25th May 2023