



## Student Locker Rental Agreement

Prior to any student being issued with a locker, this form will need to be completed and returned to the Office, signed by both the student and the parent/guardian.

The cost of the locker rental is added to the Student Account, after which the Canteen Manager contacts the student and issues the student their locker and lock code.

Please Note: Lockers will be allocated in order of application following Year 7 requests being processed.

### Conditions of use

1. This form must be signed by the student and parent/guardian and returned to the School Office.
2. Lockers are available for hire at a cost of \$80.00 per year payable at the start of the school year. Once payment is received, lockers are then allocated starting with new Year 7 students. **No refunds will be issued.**
3. A 4-digit combination lock is provided with each locker. A fee of \$35 is payable for the lock. This will be refunded at end of locker rental if the lock is returned in good condition and can be re-used.
4. If a lock is found on a locker that has not been assigned, Toronto HS will cut off the lock and the locker contents will be removed.
5. Students are not to swap lockers with any other student (but can share a locker with a family member).
6. Students are not allowed to open or attempt to open another student's locker.
7. Food, drink, rubbish or illegal substances are not to be stored in the locker.
8. No stickers, pictures, names or graffiti is permitted.
9. It is recommended students empty their locker at the end of each term.
10. Lockers can be accessed before/after school and/or during break times.
11. Parents/guardians will be liable for any damage to lockers or padlocks caused by their children.
12. Upon request from the Principal, or the Senior Executive, students will be required to open their locker for inspection.
13. As deemed necessary, the Principal or Senior Executive may authorise a locker to be opened by staff.
14. The school is not liable for any items lost or stolen from student lockers.
15. It is the student's responsibility to empty the locker by 2:20 on the last day of the school year. No responsibility is taken for any items that are left in lockers. Items will be removed and discarded.

If a student breaches any of the conditions of use, the consequences may include:

- The removal of locker privileges
- Payment for any damage caused by deliberate or careless acts.

### Fees and Charges

- Locker and padlock hire fee for school year - \$80
  - Replacement padlock fee - \$35
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### STUDENT AGREEMENT

I, \_\_\_\_\_ (full name) agree to abide by the conditions of this contract and understand that if I fail to abide by these conditions, my right to use a locker will be reviewed and possibly cancelled. Disciplinary action as per school's Behaviour Management Policy may follow.

Student's Signature \_\_\_\_\_

Date: \_\_\_\_\_

### PARENT AGREEMENT

I have read this agreement and give approval for my child \_\_\_\_\_ to be issued with a locker as per the conditions outlined above.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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#### *Office Use Only*

Approved

Declined

Copy of application received

\$80 Fee paid.

\$35 Lock Deposit Received

Combination code provided

Locker Number: \_\_\_\_\_

Condition assessment at time of locker hire. Details recorded below.

Notes and/or any previous damage:

Application processed by: \_\_\_\_\_

Date: \_\_\_\_\_

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