



KING'S LEADERSHIP  
ACADEMY WARRINGTON

**Date: 12<sup>th</sup> September 2016**

**Student locker agreement**

Dear Parents/ Carers,

As you may be aware, here at King's we have a supply of lockers that we are offering to hire out to all of our students.

If your child is interested in hiring a locker, you will need to pay a fee. This fee secures their locker throughout the duration of your child's time here at the academy. Please see below-

- Year 11- £5.00
- Year 10- £10.00
- Years 9- £15.00
- Year 8- £20.00
- Year 7- £25.00

Lockers will be allocated on a first come first served basis. Can I also stress that there is no locker sharing allowed. **Please find enclosed our locker policy and contract, I strongly suggest that you read the policy and contract with your son/ daughter to remind them of their responsibility when hiring a locker and return it signed to student services along with the reply slip.**

**Lockers are the property of the academy, and students must utilise them appropriately. The academy has the right to search lockers at any time in order to maintain high standards and safety protocol.**

Kind regards

Miss S Aldridge  
**Senior House Leader**

=====Remove slip=====

**Locker request slip**

I'm expressing my interest for my son/ daughter \_\_\_\_\_  
House \_\_\_\_\_ (Sub House: year 7 &8) \_\_\_\_\_ to hire a locker  
at the academy.

**Payment:** *Please circle or amend where necessary...*

1. Please find a cheque/ Cash enclosed for £ \_\_\_\_\_
2. I will pay using the parent online paying system.
3. I would like to set up a payment plan, please find my first deposit payment of £ \_\_\_\_\_

Payment	Date	Amount
1 <sup>st</sup>	25 <sup>th</sup> September 2016	£
2 <sup>nd</sup>	2 <sup>nd</sup> October 2016	£
3 <sup>rd</sup>	9 <sup>th</sup> October 2016	£



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# **King's Leadership Academy Warrington**

## **Locker policy & parent/ student contract.**

### **1.) Lockers**

- All lockers are property of King's Leadership Academy and may be accessed at any time by the academy staff to maintain the highest standards and monitoring acceptable usage.
- Any student wanting a locker must then return their contract form to student services with the allocated sum, please see below-
  - Year 11- £5.00
  - Year 10- £10.00
  - Years 9- £15.00
  - Year 8- £20.00
  - Year 7- £25.00
- Lockers will be allocated first come first served ONLY.
- The fee for lockers is unreturnable.
- House Leaders and House Tutors will co-ordinate and allocate lockers per sub house.
- A Locker name plan will be created for each sub-house tutor, who will have responsibility to perform spot checks in order to maintain the Academies high standards and safety protocols. House Leaders will help and support when needed.

### **2.) Locker rules for students**

- All locker codes will be recorded by the academy. Students must remember their codes, if they do forget their code, each sub house tutor and House leader will have the combination.
- If a student forgets their combination on multiple occasions, this may result in a ban of using a locker for a specific time.
- Students are not to share their locker combination to any other student.
- Access to lockers are prohibited at specific times in the day.

#### **Students can access their lockers –**

- First 5 minutes of morning ASPIRE.
- Break and lunch time.

#### **Students should not access their lockers-**

- During the morning, students must be in their designated area for silent reading. They should not go to their lockers.
- After school, students must not return to their lockers, unless they have a club and are returning to their lockers to get PE kit.
- In between lessons.



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- Lateness to class because of lockers could mean loss of locker privileges.
- Lockers are to be kept clean. Abuse of lockers will forfeit privilege.
- Lockers are available for students to store school supplies and personal items necessary for use at school.
- They are not to be used to store mobile phones, food or drink.
- The academy **assumes NO responsibility** for loss or damage of any item or locker, locked or unlocked.
- Senior house leader/ House leader will perform unannounced sporadic locker checks each learning cycle.
- A student using a locker which is the property of the academy presumed to have no expectations of privacy in that locker's content.

### 3.) Seizure

- The academy administration may seize any illegal or unauthorized items in the locker, or any other items reasonably determined to be of a potential threat to the safety or security of others.

### 4.) Locker maintenance

- It's the students' responsibility that the locker remains in good condition.
- Students are to use lockers exclusively to store school related materials.
- Students are solely responsible for the contents of the locker.
- Students shall not share lockers with any other students.
- Students will be charged a fee for damage to lockers.

### 5.) Clearance of Lockers

- All lockers will be cleared out at the end of the school year.
- Any items in the lockers will become school property.

**I certify that I have read the following contract and policy towards the hiring of a locker at King's Leadership Academy, and I agree with the terms and conditions;**

Parent/ Carer: \_\_\_\_\_

Student: \_\_\_\_\_

House Leader/ House Tutor: \_\_\_\_\_

**Number of locker:** *Admin use*

**Please think of a 4-digit code you will remember:**

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