



## LOCKER APPLICATION FORM Years 7 - 12

Dear Families,

We have a limited number of lockers available for use by students in Years 7-12. If you are interested in hiring a locker for the 2015 school year, please carefully read the following information and the conditions of use on the reverse of this form. All hiring of locker is for the duration of the current school year. A locker application will be completed each school year.

- A \$30.00 deposit is payable and will be held by the College until such time as the student advise the office of stopping the hire during the year, and leaves the locker clean and in good order.
- At the end of school year, if the locker is left clean and in good order, the \$30.00 deposit will be refunded to the student.
- An annual rental fee of \$30.00 will be charged on completion of locker application form.
- The students are to supply their own locks with a spare key handed into the office. Any students found sharing their locker will have their locker forfeited.
- The College has access to each locker and periodic inspections may take place for tidiness and contents to protect the students and the College.
- The allocation and use of lockers is a privilege and students may lose this privilege if the College deems it necessary.

If you are interested in hiring a locker in 2015, please complete the form below and return it to the College Office.

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### PLEASE RESERVE A LOCKER FOR 2015

I, ....., am willing for my son / daughter ..... in Year **7 / 8 / 9 /**  
(Name of Parent / Caregiver) (Name of Student)

**10 / 11 / 12** (Please circle) to hire a locker in 2015.

- I understand it will cost \$30 for a deposit and \$30 annually for rental.
- I have read the locker letter and accept the Conditions of Use.
- I enclose \$60.00 (deposit of \$30 and annual rental of \$30).

.....  
(Signature of Parent / Caregiver)

.....  
(Signature of Student)

**OFFICE USE ONLY**

Paid: \$\_\_\_\_\_ on ...../...../..... by cash / chq / credit card / EFTPOS

Received by:..... Locker no.....

## **Locker Conditions of Use**

1. Students are to supply their own locks; 1 key to hand into the office; if no key is left with the office, the College reserves the right to cut the lock.
2. Once a locker has been allocated by the College Office, students are not to swap to another locker. If this occurs, the student forfeits the use of a College locker.
3. The College retains the right to inspect any locker without notifying the occupant.
4. The occupant is expected to:
  - a) keep his/her locker tidy
  - b) keep his/her locker clean inside and on the outside of the door
  - c) keep his/her locker free of stickers and glued on pictures
  - d) keep the area around the locker stacks tidy.

**Infringement of the above will result in the occupant losing the use of the locker without receiving a refund of their deposit and rental fee.**
5. Lockers may only be used:
  - a) before and after school
  - b) beginning and end of morning tea and lunchtime.
6. Lockers may not be used:
  - a) between periods
  - b) during class time.
7. Students will lose the use of the locker if:
  - a) they repeatedly use the locker at the wrong time
  - b) lockers are shared by students.

At the end of the year all lockers should be in good order. This means that they are cleaned out of all materials by the last day of school. *A staff member will inspect the lockers and if materials need to be removed or the locker cleaned, the \$30 bond will **not** be refunded.*