

Locker Rental Agreement 2017/18



Locker Rental Fee

To hire a locker for the academic year, you are required to pay a fee of **£20.00**. This includes £10.00 for the hire of a locker along with a £10.00 deposit. The £10.00 deposit will be refunded at the end of the academic year, providing you have complied with the school's *Locker Rental Agreement Terms and Conditions* outlined below and returned the locker and padlock in the same condition in which hire commenced.

Locker Rental Agreement Term and Conditions (March 2017)

The rules below are compulsory to be eligible for locker rental:

- Students must ensure their locker is kept locked at all times using the padlock provided for the duration of the hire. The student is responsible for the safekeeping of the padlock which will be issued by the school.
- Lockers are not to be shared under any circumstances. Each locker may only be accessed and used by the student to whom it has been allocated; access to another student's locker will be treated as an intention of potential/actual theft.
- No food or drinks are to be held in lockers.
- It is the individual student's responsibility to ensure their locker is maintained in a clean and tidy manner at all times.
- Any damage or defacement of a student's locker should be reported immediately to Reception. Where damage remains unreported, liability for the cost of repair will reside with the student and their parents/carers to whom the locker has been rented to.
- Where unreported damage, deliberate damage, damage through misuse or defacement occurs, liability for the cost of repair will reside with the student and their parents/carers to whom the locker has been rented. The current charges for repairs are as follows:
 - £10 – Loss / damage of padlock
 - £25 – Damage to locker door
 - £50 – Damage to locker frame
- On expiry of the agreement, the locker must be empty of personal contents and returned in the same condition in which hire commenced. The padlock must also be returned as this remains property of Lynch Hill Enterprise Academy.

Please note that lockers are allocated on a 'first come, first served' basis.

Deliberate breach of these rules will lead to the removal of access to a locker and the forfeit of the rental payment and deposit.

Misuse of the locker or another student's locker will also be dealt with as part of the school's Behaviour Policy, which can be found on Lynch Hill Enterprise Academy's website.

Rental of a locker includes the acceptance that the Headteacher and designated staff all have the power to search a locker without prior consent of the student.

If you wish to have use of the locker facilities, please **complete the information below** and return **full payment of £20.00** to Mrs K Birk.

Acceptance of Locker Rental Agreement

Student's name	
Year group	
Tutor group	
Student's signature	I agree to abide with the above terms and conditions of the Locker Rental Agreement. I understand these rules may be revised and it is my responsibility to familiarise myself with the updated agreement available on the school website.
Parent's/carer's name	
Parent's/carer's signature	
Date	

For School Office Use Only

<i>Date form received</i>	
<i>Date payment received (£20)</i>	
<i>Locker number assigned</i>	
<i>Date of locker issue</i>	
<i>Issued by (staff initial)</i>	
<i>Padlock serial number</i>	
<i>Padlock combination</i>	
<i>Condition of locker (Please note any prior damage)</i>	