



## School Locker Use Policy

### Brisbane South SSC School Locker Use Guidelines

#### Related policies:

BSSSC Code of Conduct

#### Principles and Purposes:

Brisbane South State Secondary College supports assigning school lockers to students for their use, to provide an additional educational resource to support the learning needs for all students.

#### Guidelines and Procedures:

1. All students are assigned a locker at the beginning of each year during Orientation activities.
2. Lockers and a school issued combination lock will be invoiced to each student in the sum of \$25.00 per annum. Damage to the lock will incur an additional replacement cost fee of \$12.50;
3. Lockers remain the property of the school and are subject to searches if Executive staff deem necessary, as per the Student Code of Conduct.
4. The locker is assigned to a student for use during the school year based on the following rules and conditions of use:
  - Students are responsible to care for assigned lockers. The locker is not to be used by any unauthorised person and is to be kept clean, tidy and locked at all times. Lockers are to be accessed only outside lesson/ instruction time;
  - Lockers are to be kept for the safekeeping of bags, curriculum materials BSSSC uniform items and other small personal items;
  - BSSSC is not responsible for loss, theft or damage of material stored in student lockers;
  - Only approved locks may be used on student lockers;





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- No illegal substances, weapons or other prohibited or offensive materials are to be placed in school lockers;
- All lockers will be inspected by staff regularly for compliance of use;
- Permission to use the locker may be terminated where a student does not comply with the conditions of use or BSSSC policies or rules;
- Entering or attempting to enter another student's locker is deemed a major problem behaviour and is subject to consequences outlined in the BSSSC Code of Conduct.

## Student Locker Searches:

An inspection of all lockers will be conducted at any time throughout the year by the Principal or delegate(s) without notice and without parental/caregiver or student consent.

This may include Police Officers.

Inspections will be done if it is believed that there is a risk of:

- an interference with school purpose or educational function;
- safety;
- physical injury or illness of any person;
- damage to personal or school property;
- violation of school Rules, Department of Education Policy and/or the Law;
- such as drugs, alcohol, weapons etc.;
- to retrieve school material and/or equipment; and
- at the conclusion of the lease period.

## Temporary Removal of Student Property:

The Executive Principal or delegate may remove any illegal or prohibited items in the locker, or any other items reasonably determined to be of a potential threat to the safety or security of others as outlined in the school's Student Code of Conduct. The Police will be informed of any illegal or dangerous items.





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## Locker Maintenance

It is the student's responsibility that the locker remains in good condition.

Students are to use lockers exclusively to store school related materials and authorised personal items such as outer garments and footwear.

Students are solely responsible for the contents of their locker.

Students shall not use the lockers for any other purpose.

Food is not to be left in lockers for longer than a day.

## Refund

No refunds will be issued.

## Clearance of Lockers

All lockers are to be cleared out one week prior to:

- End of the school year;
- Transferring to another school;
- Exiting the school for employment or other reasons.

