



The William E. Doar, Jr. Public Charter School for the Performing Arts (WEDJ PCS)
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2011

Memorandum regarding Middle/Upper School Lockers and their use:

Lockers will be assigned to each student in grades 6-8. Locks will be available for \$6.00 from the school office. Please familiarize yourself with our Locker Use Policy below:

Locker use is a service and privilege extended to students for their school-related use only. That use may be suspended at any time it is deemed to be in the best interest of student safety and discipline. Students will be held responsible for the appropriate use and maintenance of their lockers.

It is recommended that each student put a lock on their locker. We will not be held responsible for items missing from unlocked lockers. Do not share your combination with anyone. The school will not be liable for items taken from lockers without permission.

Students are only allowed to go to their lockers upon arrival in the morning, during lunch, and after school. Students are expected to plan their day accordingly.

Students are responsible for maintaining their lockers and keeping them in the same condition as when assigned. Students who destroy or put graffiti on their lockers will be held responsible and will be disciplined. Students are required to reimburse the school for damages to lockers.

All lockers must be emptied by the last day of school. Items left in lockers will be discarded. A minimum fee will be assessed for damages to lockers and must be paid by the student before the final report card is distributed.

ONLY WEDJ PCS ISSUED LOCKS MAY BE USED ON LOCKERS.

The combinations for each lock, issued to a specific student name and locker number, will be recorded in the facilities office.

WEDJ PCS reserves the right to enter any locker at any time for any reason.

Any non-WEDJ PCS lock will be immediately cut off any locker on which it is found. No funds will be reimbursed to any student whose lock is destroyed or removed in this way. Locks may only be used by the student to whom the lock and locker are assigned.

All vacant lockers will be kept locked by the school administration.

From time to time the school will mandate the clean-out of lockers to promote sanitation of the school, aid students in their organizational skills and ensure the safety and security of student items.

Lockers may not be used to store prohibited items on the school campus.

THE WILLIAM E. DOAR, JR. PUBLIC CHARTER SCHOOL IS A NON-PROFIT 501(C)3 CORPORATION. ALL DONATIONS ARE TAX DEDUCTIBLE ACCORDING TO IRS REGULATIONS.