To overcome a number of problems previously associated with lockers and school bags the following arrangements are now made at Fairhills.

**Padlocks**

All students on entering Fairhills are provided free of charge with a Master brand combination lock.

We use these locks for the following reasons:

1. Students can re-use them each year
2. They are more secure than most other locks available in shops
3. There is no problem with keys lost, left at home or locked in the locker
4. The school keeps a register of serial numbers so that lost locks can be returned to their owners

Replacement locks can be purchased for $12 if the student loses his/her lock.

**To encourage compliance, we charge a fee of $12 (paid in advance) to cut other locks off lockers and for this fee we provide a school type lock to replace the non-standard one.**

**Types of Lockers**

The Education Department originally supplied the school with folded metal type lockers which are easily vandalised and not particularly secure. Since that time a new ‘Trinity’ style locker with a strong steel frame and wooden doors and side panels has been developed. These are more secure, easier to look after and less subject to vandalism. Both types of lockers provide space for the student’s school bag, a shelf for books and a hook for coats.

**Allocation of Lockers**

**Year 7:** Students are allocated the same locker for the next six years. These are arranged under cover around the various courtyards. The courtyards are protected by security fencing and gates which are locked at nights and weekends. A locker fee is set at $60 to cover all six years 7 – 12. It is expected that all year 7 students will pay this fee. This up front fee provides the funds for the school to purchase and maintain the Trinity lockers.

**At the start of the year, all year 7 students will already have a Trinity locker allocated to them but will not be provided access to them until the $60 fee has been paid. Any students who do not pay the up-front fee by the end of the first week will be reallocated to an old metal type locker.**

**Years 8 – 12:** The same arrangements apply for students enrolling at Fairhills in later years except that the students pay an adjusted amount because they will have the locker for fewer years.

ie. Year 8s pay $50, year 9s pay $40, year 10s pay $30, year 11s pay $20, year 12s pay $10. **Students who pay the up-front fee but leave the school before completing Year 12, can at that time claim a pro-rata refund of $10 per unused year.**
School Bags:
- All students are expected to use the ergonomically designed black backpack available from the Uniform Shop.
- Students are expected to unpack their bags, leave them secure in the locker throughout the day and carry just the required books and materials for each period. At the end of recess time, students collect books for period 3 as well as period 2.
- For storage, security and safety reasons, school bags are not permitted in the classrooms.
- For safety reasons, bags (and their contents) left in doorways or corridors where they impede traffic will be collected by the Learning Environment Manager and stored till the end of the day before being returned to the owner.
- Bags left unattended encourage theft. The school accepts no responsibility for any items removed from bags.
- Students with a PE class may go to their lockers between classes to collect their PE uniform, in a plastic bag, (rather than their school bag) to take to the Gym change rooms. The uniform should be taken back to the lockers before the student goes to their next class. Students should not take their school bags to the gym and leave them unattended.
- Notebooks should be locked in lockers when not required and never left in unattended school bags.

Student Responsibilities:
1. Keep a copy of your combination number at home
2. Do not tell any other student your combination number
3. Make sure another student is not looking over your shoulder when you are dialling your locker
4. If your number becomes known, see the Locker Coordinator and he will swap locks for you
5. Keep your padlock locked except when accessing your locker
6. Keep your locker tidy, clean inside and out and free of graffiti / stickers etc
7. Report any damage or vandalism immediately to the Locker Coordinator who will arrange for it to be repaired asap
8. Take appropriate care with your school bag (by keeping it in your locker throughout the day including recess and lunch times)
9. Keep your books and other possessions with you when they are not in your locker.

School Procedures:
To ensure that these arrangements work smoothly the school will arrange for:
1. The cleaner to remove any locker graffiti on a daily basis
2. The maintenance contractor to repair any lockers reported damaged on a weekly basis
3. The Associate Principal to remove and store any bags left around the school.