



**Chiefess Kamakahalei Middle School**  
**Lock/Locker Procedures**

Students will be assigned a locker and issued a school owned lock for their use during the school year. Students are responsible for any stolen or damaged school material(s) stored in their locker. Lost or stolen locks, as well as any school material(s) stolen within lockers must be paid for prior to participation in school-sponsored end of year activities.

Students are responsible for maintaining security over their lock, locker and combination. Locks, lockers, and combination **ARE NOT** to be shared with others. Student misuse of lockers, locks, or combinations will result in progressive discipline. The school reserves the right to remove (cut off) non-school issued locks from lockers without any liability assigned to the school for the removed lock or missing personal effects.

Lockers must be cleared by the “clear lockers deadline” at the end of the school year with locks returned to Advisory Teacher. If a student exits CKMS prior to the end of the school year, the lock must be returned to the Library Clerk. If lockers are not cleared by the deadline, the school reserves the right to clear lockers, without any liability assigned to the school for missing personal effects.

The Administration reserves the right to examine and search any locker for contraband, for safety concerns or for any other materials, at any time. Any problems with lockers should be immediately reported to the Vice Principals.

\_\_\_\_\_ YES, I want to be provided with a lock and locker.  
I have read and understand the above “Lock/Locker Procedure”, and agree to abide by them.

\_\_\_\_\_ NO, I do not want to be provided with a lock and locker.

\_\_\_\_\_  
PRINT STUDENT NAME (LAST, FIRST)

\_\_\_\_\_  
GRADE LEVEL

\_\_\_\_\_  
STUDENT SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PARENT/GUARDIAN SIGNATURE

\_\_\_\_\_  
DATE

**Please return this form to your Advisory Teacher**