

# Storage Agreement

*For Middle School Students*

*SY 2009 – 2010*

We realize that many students are involved in extra curricular activities. To help lessen the load of items for these students with after-school activities, a secured storage area near the vending machines has been designated where such items can be kept during school hours. Any backpacks or student materials left unattended during or after school hours will be taken to lost and found. The following guidelines apply to storage use:

1. Storage Hours: Items must be brought to the storage NO LATER than 7:25 a.m. daily.

- a. Storage opening and closing times:

	<b>Times</b>	
School Day	7:30 a.m. – 2:05 p.m.	Locked
Before FLEX	2:05 p.m. – 2:15 p.m.	Unlocked
FLEX Period	2:15 p.m. – 2:55 p.m.	Locked
After FLEX	2:55 p.m. – 3:15 p.m.	Unlocked

- b. All items must be picked up by 3:15 p.m. Items may NOT be left overnight. They will be taken to the lost and found in the Front Office.
    - c. Storage will be unlocked only for reason of retrieving items if student must leave school for illness or other need for early release.
    - d. Storage will NOT be reopened for items needed for class, so do not store anything needed for the school day. Lockers are to be used.
2. Mark all items clearly with your first AND last name.
3. Items must be placed and retrieved in an orderly fashion, as a courtesy to others.

Use of the storage is a privilege and abuse of it or violation of above guidelines will be grounds for discontinued use. No items are to be left unattended on campus at anytime.

[Cut on line.]

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If you are interested in using this storage and agree to the above terms, please sign below and return to the Middle School office.

Student's Signature: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

*Revised: 06/22/09*

Official Use: Rec'd Date:

Rec'd By: