Bella Capelli Academy

LOCKER POLICY

Purpose — Bella Capelli Academy makes lockers available to students to facilitate the daily storage of their learning materials and items related to their studies. Bella Capelli Academy manages lockers to ensure responsible use of property and for the health and safety of individuals.

Agreement — Bella Capelli Academy establishes rules, guidelines and procedures to ensure responsible use and to control the contents of its lockers. By utilizing Bella Capelli Academy's lockers, students acknowledge and agree that locker use is a privilege and subject to immediate termination without notice and to such rules, guidelines and procedures established by Bella Capelli Academy from time to time, at its discretion.

GUIDELINES

- Lockers will be issued to all students during Core. A locker number will be provided during Core.
- Assigned lockers may not be traded or changed unless approved by the school's administration.
- Locker assignments are valid from the beginning of enrollment until the day of graduation or withdrawal. At that time, all locker contents must be removed. After that time, any lockers that have not yet been vacated will be emptied, and the contents stored for 60 days, at which time they become the property of the school.
- Lockers are for individual use only and are not to be shared. Locker content is the sole responsibility of the registered occupant of the locker. To reduce the risk of theft, students are encouraged to keep their lockers locked. Students should not store money, wallets, jewelry, credit or debit cards, or any other personal item of high value.
- Bella Capelli Academy is not in any way responsible for a locker's contents or liable for the loss of or damage to items stored in lockers. Students are required to maintain their locker's interior and exterior in a clean, neat and undamaged condition. Marking, defacing or graffiti on lockers is not acceptable.
- No person shall store in a locker: weapons of any kind, explosives, prohibited drugs, illegal or illicit items or substances or other items deemed by Bella Capelli Academy to be harmful, offensive or inappropriate.
- Bella Capelli Academy may in its sole discretion carry out or authorize searches/inspections for any reason. The following is a partial listing of examples of when Bella Capelli Academy will exercise its discretion without notice:
    - Locker abandonment.
    - Suspected contents that may be illegal, illicit or deemed by the school to be harmful, offensive or inappropriate.
    - At the request of or generally in cooperation with law enforcement authorities.
    - Investigative purposes related to suspected or alleged criminal, illegal, or inappropriate activities.
    - Risk to the general good of the school.
    - Risk to the general good of the student or student population.
    - Unregistered locker.
    - Physical damage to or defacing of the locker.
    - Odors (spoiled/rancid food, garbage or smelly contents).
    - Locker maintenance.
- Bella Capelli Academy works with the local law enforcement authorities and maintains the right in the school's sole discretion to allow law enforcement to carry out specific and random searches/inspections of locker contents. Such searches/inspections may be carried out with or without notice to or in the presence of the

locker’s occupant. Such police activity may include but is not limited to: random drug or weapon searches of lockers, backpacks, book bags, brief cases, containers, jackets and winter coats.