



## School Locker Rental – for 2017/2018

### ~ Application Form ~

School Lockers are available to rent from the school - should your son(s) wish to avail of a School Locker for the upcoming school year 2017/218, **please complete and return this Application Form, indicating your payment method, to the School Office BETWEEN 7<sup>th</sup> AUGUST - 29<sup>th</sup> AUGUST 2017.** (A limited number of hardcopy Application Forms will be available for collection from the School Office from early Aug). Payment for same can be arranged online anytime via "Easy Payment Plus" on the school website [www.colaiستهchoilmswords.ie](http://www.colaiستهchoilmswords.ie) or by card transaction over the phone (from early August 2017). Please note – the above payment options are the preferred method going forward for the following reasons (a) for ease & convenience for parent(s) and (b) for security reasons we wish to limit the amount of cash being held on the premises. Please see school website for further guidelines on how to pay online via "Easy Payment Plus". Alternatively, please call to the school office, with completed Application Form, to pay by cash/cheque **between 7th AUGUST - 29th AUGUST 2017.** Further information on School Lockers/Locker Rental is available on the school website. **NB – IN ORDER TO ALLOCATE A LOCKER TO YOUR SON A COMPLETED APPLICATION FORM MUST BE RETURNED TO THE SCHOOL OFFICE BY 29H AUGUST 2017, IRRESPECTIVE OF METHOD OF PAYMENT. IMPORTANT - Application Forms/payments received after the 29th AUGUST 2017 will result in a delay issuing locker/key and your son having to keep his books on his person at all times.**

Important points to note -

The school provides padlock & key at the beginning of the school year. Please note - replacement keys are charged at €5.00.

- Students may go to the lockers only at specified times unless given written permission by a teacher.
- Only material relevant to school business may be kept in the locker.
- No food may be kept in the locker overnight.
- A €30- fine will be imposed if damage is found.
- Students will at no time be excused homework on the basis that books or copybooks are in the locker rather than at home.
- The locker must be completely emptied at the end of the school year. Students who do not follow this instruction will not be allocated a locker in future years.
- No responsibility will be accepted by the School for the safety of contents of lockers.

Repeated abuse of the conditions above will result in loss of the locker.

*I/We wish to apply for a School Locker for the school year **2017/2018.** I/We have read the above and agree to abide by the conditions set out above and in the School Locker Policy (see school website for same).*

Student's Name: \_\_\_\_\_ Current Class: \_\_\_\_\_

*I/We confirm I/we have paid the Locker Rental 2017/2018 fee of €20- by the following method:*

Online  Visa Card (over phone)  Cash  Cheque

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