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11/21/2017

Dear Parents/Guardians,

As we complete the first quarter of the '17-18 school year and begin our Winter Sports season, I'd like to provide some clarification to students and parents on our Locker Room procedures and protocols.

Locker Room Procedures:

- All middle school students are assigned a combination lock and a locker within the locker room to store and secure their physical education clothes and sneakers while they do not have class.
- On days students have physical education, after school intramurals or interscholastic athletics, they should secure all their belongings (school clothes, valuables, backpack, etc) in their locker. No items should be left unattended or unsecured in the locker room. The middle school lockers are large enough to accommodate most backpacks. If for any reason a student cannot fit their back pack in their locker they should notify the teacher and accommodations will be made to secure the backpack.
- The locker room doors are closed and locked while classes are in session. Students may only gain entrance into the locker room to use the facilities or if they arrive late to class.

Following these protocols will help to ensure the well-being of all our students and their belongings (both during the school day and after school sports programs). Please understand that **All** personal belongings (clothes, sneakers, backpacks, cellphones, valuables, etc.) must be secured in a locker (with combination lock) at all times. In addition, students should never share lockers or give their combination to any other student in the building.

Please review these very important procedures with your child; your cooperation and assistance is appreciated. Please feel free to contact me should you have any questions or need additional clarification.

Sincerely yours,

Robert McIntyre
District Athletic Director

