

Franklin Borough School

50 Washington Ave. - Franklin, NJ 07416
Phone 973-827-9775 - Fax 973-827-6522

Patricia J. Pfeil, Ed.D., Principal
Carolyn Ryder, Supervisor of Instruction

Michelle Minimi, School Counselor
Meg Gummere, LDTC/CST Coordinator

September 6, 2016

Dear Parent/Guardian:

Lockers are provided to all students in grades 3 through 8. The purpose of these lockers is to provide storage and protection for school and personal property. However, these lockers are not students' property; they are the property of the Board of Education. Moreover, they should only be used by students who have received locker assignments, and it is recommended that locks be kept locked at all times when not in use. The school will be supplying locks to all students, and only the school's locks may be used to secure lockers. Please remind your child that locker combinations should remain confidential, and **understand that any lock reported stolen remains the responsibility of the student to whom the lock was issued.**

The fee for a lost or stolen lock is \$5.00.

The law and Board of Education policy designates that administrative personnel may search student lockers. It is our practice to inspect lockers from time to time in the interest of school safety and sanitation. Our board policy allows for the administration to search garments, pocketbooks, or backpacks placed in students' lockers when reasonable suspicion exists that items may be found that violate law and safety concerns.

Please sign below and have your child return this form to his/her homeroom teacher.

If you have any questions concerning our policy, please feel free to contact my office.

Sincerely,

Carolyn Ryder

Mrs. Carolyn Ryder
Supervisor of Instruction

Student's Name

Parent/Guardian Signature

Homeroom Teacher

Homeroom teachers: Please forward this form to the Supervisor of Instruction's office.

Leading the Way to Excellence