# REGULATION 

R 5515/page 1 of 1 Issuing Padlocks

## R 5515 ISSUING PADLOCKS

The Board of Education approves the following procedures for the issuance of padlocks which are used by the students in the gymnasium locker rooms:
A. Padlocks

1. The Board of Education shall purchase all padlocks.
2. The student shall pay a rental charge not to exceed cost of padlock on market.
3. The student may keep the padlock if he/she wishes to do so.
4. The student may return the padlock in good condition and collect the rental fee when he/she leaves school or graduates.
5. If a student loses a padlock, he/she must secure another one at the current rental charge.
6. In order to make it possible to clean out lockers, only those padlocks purchased by the Board may be used by the students.
7. Principals will be responsible for all locks turned over to them by the Business Office.
