STUDENTS

Parental Access to Lockers

I. Background

A. Parent(s)/guardian(s) have the right to “custody and control of children” to age 18. Parent(s)/guardian(s) provide supervision, discipline, protection, and education.

B. It is the intent of the School Board to work toward keeping schools safe and to collaborate with parent(s)/guardian(s).

C. The School Board maintains a regulation for the conduct of student searches which includes locker searches (see Regulation 737-1, “Searches and Seizures”).

D. School lockers are for storage of permitted student belongings and may not be used to hide objects or materials that are prohibited by law or school rules.

E. Lockers are considered school property. Parent(s)/guardian(s) are permitted access to their child’s/children’s locker.

II. Procedures to Access Student Locker

Any custodial parent or legal guardian of a minor or unemancipated Prince William County Public Schools student shall have access at reasonable times to their child’s/children’s locker and the contents thereof.

A. Parent(s)/guardian(s) will notify the school administrator stating reasonable grounds for access. Specific reasons for parental or legal guardian access may include, but are not limited to:

   1. Location of lost property belonging to family;
   2. Location of correspondence addressed to parent(s)/guardian(s); and
   3. Obtaining child’s/children’s educational materials/belongings.

B. Parent(s)/guardian(s) may access their child’s/children’s locker only.

C. Parent(s)/guardian(s) access to their child’s/children’s locker may be for any purpose deemed reasonable and appropriate by school administration or designee.

D. Parent(s)/guardian(s) will be accompanied to the locker by school staff.

E. School administrators may determine the most appropriate times for custodial parent or legal guardian to access their child’s/children’s locker.
F. Lockers are issued to individual students and are not to be shared. Students are responsible for the contents of their own locker. However, if lockers are shared, and prohibited substances are found, the school administrator will conduct an investigation according to established guidelines.

G. Prohibited substances/items, if found during the course of the search, will be confiscated. The school administrator will determine the course of discipline, according to the “Code of Behavior.” The administrator in consultation with the Office of Risk Management and Security Services will initiate an investigation, if necessary. Attachment I of Regulation 735-1, “Prohibited Substances” and Regulation 737-1, “Searches and Seizures” will be used to document possession of prohibited substances or items.

H. Any denial to access a locker at the building level may be appealed to the Division Superintendent or designee.

The Associate Superintendent for Special Education and Student Services (or designee) and the Level Associate Superintendents are responsible for implementing and monitoring this regulation.

This regulation and related policy shall be reviewed at least every five years and revised as needed.