



El Dorado Union High School District
OAK RIDGE HIGH SCHOOL

A California Distinguished School
No Child Left Behind~Blue Ribbon School

1120 Harvard Way, El Dorado Hills, California 95762
(916) 933-6980 or (530) 677-4402 Fax (916) 933-6987

H o w t o R e c e i v e a L o c k e r

If you are an incoming freshman who would like to receive a locker, please follow the instructions below. Once you have a locker it is yours for your entire career at Oak Ridge. You do not need to check one out each year.

Process:

1. The bottom half of this letter is a form for requesting a locker. Everyone must choose a locker partner. We do not check out lockers to individuals, only to partners.
2. Once you have decided on a partner, please fill out the locker form completely. **Please fill in lines below.** **Please** only turn in one form for each set of partners.
3. Freshman will have an opportunity to turn in their locker form at freshman orientation. If you miss this opportunity you will still be able to return the form to the box located in/or near the Counseling office when school starts.
4. We will take these locker forms and process them as quickly as possible. Lockers will most likely be distributed by the third week of school. We will be set up at a table in front of the Career Center at Nutrition break and lunch. Please listen for the announcements.
5. In order to pick up your locker please have your student ID card with you. Only one locker partner is necessary at pick up.
6. The student ID# is your 5 digit number it is located both on your schedule and on your ID card. It is not the long permanent ID number.

L o c k e r C h e c k o u t F o r m

Student 1 (print): _____ Student ID#: _____

Signature _____ Date: _____

Student 2 (print): _____ Student ID#: _____

Signature _____ Date: _____

"A Place of Teaching and Learning"