



LA Matheson Secondary

Reserve Your Lockers Online

At LA Matheson, students can reserve lockers through an online system starting September 7th, providing outstanding Student Fees have been paid. Please note that there may be a system delay of up to 24 hours between the fee payment and the locker selection availability. Information will be posted on the school's website and will include the link to the online locker system.

- **Grades 9-12 - Access to the online system starts Tuesday, September 7**
- **Grade 8 - Students will be given access between September 8-10**
Classroom teachers will assist their Grade 8 students to access their lockers.

Questions may be directed to the office or to Mr. Chow, the vice principal responsible for lockers.

*****Use of PE Lockers** – students are to use their own personal locks to lock their belongings in the PE change room and must remove the personal locks as soon as class is finished, in time for the next period of PE classes to use. Locks left on lockers longer than one period will be cut off.*

Instructions for Reserving Lockers Online

1. Go to the locker administration web site for the school: <https://lam.lockerassignment.com>
 - Your user ID is your student number (refer to your go-card or your MyEd portal)
 - Your password is your birthdate entered as YYYYMMDD
 - A map of the locker zones is included in this system
2. Select an area (zone) of the school where you would like your locker to be.
3. Click on a zone and the available lockers will appear.
 - **Green** means a locker is empty.
4. Select a locker. Once you have selected a locker you will be able to see the locker combination. You will also be able to login at any time in the future to see your assigned locker and combination.
5. Once you have selected a locker, **you cannot change** it through the online application.

**If you require assistance with locks you may ask one of LAM's Safe School Liasons – Harp or Tyler*