

PERSONAL PROPERTY POLICY



PURPOSE

To explain Tarneit Rise Primary School's Policy in relation to personal property and to ensure that special or valuable items of personal property are not brought to school.

SCOPE

This policy applies to all school activities, including camps and excursions.

POLICY

The school understands that staff and/or students may sometimes like to bring items of personal property to school.

The Department of Education and Training does not have insurance for personal property of staff, students and visitors. The school does not take responsibility for items of personal property that are lost, stolen or damaged at school or during school activities. Damage to personal property brought to school is the responsibility of the owner of that property.

We encourage staff and students not to bring items of value to school, or to obtain appropriate insurance for such items.

If students bring items of value to school, they will be confiscated and stored securely at in the School Office until the end of the day, when the items may be collected by the student and/or parent/carer.

EVALUATION

This is a mandatory policy and was first developed in this format in September 2020. It will be reviewed as part of the school's three-yearly review cycle (currently no DET PAL reference).

<u>Ratification Date</u>	<u>Review Date</u>	<u>Policy Number</u>	<u>Version Number</u>	<u>Date Produced</u>
Sept 2020	2023	117	3	Sept 2017