



UPWEY SOUTH
Primary School

PERSONAL PROPERTY POLICY

PURPOSE:

To explain Upwey South 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:

Upwey South Primary 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.

Upwey South Primary 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.

Upwey South Primary School encourages staff and students not to bring items of value to school, or to obtain appropriate insurance for such items.

Upwey South Primary School also encourages families to obtain personal insurance for electronic devices (such as iPads) that are required for use at school.

If students bring items of value to school, it is recommended that they are handed to the office, where they will be stored securely until the end of the day. The student and/or parent may collect the items.

Student mobile phones must be handed to the office at the beginning of the day, where they will be stored securely until the end of the day. The student and/or parent may collect the items.

REVIEW CYCLE:

This policy was last updated on 13 August 2018 and is scheduled for review in August 2022.

This policy was ratified by School Council on 10 September 2018