

PERSONAL PROPERTY POLICY

Laburnum Primary School

Rationale:

To explain Laburnum 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:

Laburnum 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. Laburnum 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.

Laburnum Primary School encourages 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 the School Office until the end of the day, when the items may be collected by the student and/or parent.

The school is unable to take any responsibility for lost, damaged or missing items, nor follow up such instances. For this reason, families are encouraged to leave valuables or 'special' items at home.

Review period:

This policy was last updated in November 2019 and is scheduled for review in October 2022.

This policy was last endorsed by School Council in:

December 2019