Personal Property Policy

Scope

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

Policy

Wangala 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. Wangala 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.

Wangala 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 with the class teacher or in the school office until the end of the day, when the items may be collected by the student and/or parent.

Communication

This policy will be communicated to our school community in the following ways:

- Annual reminders in our school newsletter
- Available publicly on our school's website (or insert other online parent/carer/student communication method)
- Hard copy available from school administration upon request

Related policies and resources

- the Department's Policy and Advisory Library (PAL):
  - Claims for Property Damage and Medical Expenses
  - DET Schools Privacy Policy

Policy review and approval

Policy last reviewed	26th April 2024
Consultation	Consultation not required
Approved by	Principal
Next scheduled review date	DATE: April 2028 - noting that the recommended minimum review cycle for this policy is 3 -4 years