



## PERSONAL PROPERTY POLICY

### **RATIONALE**

To advise the Solway Primary School community that the school is unable to take any responsibility for any items of personal property that are brought to school.

### **PURPOSE**

To explain to our school community, Solway 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**

Solway 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. Solway 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.

Solway Primary School encourages staff and students not to bring items of value to school, other than items that are required for learning activities. (E.g. iPads and musical instruments) Families are strongly encouraged to obtain appropriate insurance for such items.

If students bring items of value to school, that impacts on learning, they will be confiscated and stored in either the Teacher Office or School Office, until the end of the day, when the items may be collected by the student and/or parent. Solway Primary School takes no responsibility for these items.

### **FURTHER INFORMATION AND RESOURCES**

This policy should be read in conjunction with the Department Policy:

- <https://www.education.vic.gov.au/school/principals/spag/governance/pages/personalgoods.aspx>
- Digital Technologies Policy
- 1-1 iPad Program letter to parents
- 1-1 iPad Program Information booklet
- 1-1 iPad Program FAQs

### **REVIEW CYCLE OR EVALUATION**

This policy was last updated on October 2018 and is scheduled for review in 2021.