



# Nullawarre and District Primary School

<b>POLICY:</b>	<b>PERSONAL PROPERTY POLICY</b>
<b>NOTED BY SCHOOL COUNCIL:</b>	<b>August 2023</b>
<b>TO BE REVIEWED:</b>	As part of the school's four-year review cycle or when changes occur to the Department's "School Policy and Advisory Guide" – <b>August 2027</b>
<b>APPROVED BY THE PRINCIPAL</b>	



## Help for non-English speakers

If you need help to understand the information in this policy, please contact Nullawarre and District Primary School for assistance.

## PURPOSE

To explain Nullawarre and District 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

Nullawarre and District 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. Nullawarre and District 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.

Nullawarre and District 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.

## COMMUNICATION

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

- Annual reminders in our school newsletter and/or on XUNO
- Available publicly on our school's website
- Discussed and provided to all staff
- Included in transition and enrolment packs
- 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](#)