



# RAMLEGH PARK PRIMARY SCHOOL

## Personal Property Policy

### PURPOSE

To explain Ramleigh Park 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

Ramleigh Park 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. Ramleigh Park 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.

Ramleigh Park 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.

### REVIEW CYCLE

This policy will be reviewed as part of DET's recommended review cycle.

### CERTIFICATION

This policy was ratified at the School Council Meeting held at Ramleigh Park Primary School on 21st June 2021.

Due for review: 2024

Signed: .....

Principal

Signed: .....

School Council President