

# Personal Property Policy

North Melbourne Primary School

Issue Date: May, 2020

Review Date: May, 2024



# PERSONAL PROPERTY POLICY

## PURPOSE

To explain North Melbourne 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

North Melbourne 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. North Melbourne 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.

North Melbourne Primary School encourages staff and students not to bring items of value to school, or to obtain appropriate insurance for such items.

## REVIEW CYCLE

This policy was last updated in May 2020 and is scheduled for review in May 2024.