



Personal Property Policy

PURPOSE

To explain Malvern Central 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 during school hours.

POLICY

Malvern Central 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. Malvern Central 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.

Malvern Central 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 or personal sporting equipment such as soccer balls and tennis racquets, they will be asked to store them in their bags. However, the school will provide secure storage at the student's request until the end of the day, when the items may be collected by the student and/or parent. Secure storage is storage that cannot be readily accessed by those without permission to do so.

REVIEW CYCLE

This policy was last updated on 6th February, 2020 and is scheduled for review in February 2023