



St Kilda Primary School Personal Property Policy



Help for non-English speakers

If you need help to understand the information in this policy please contact the school on 03 9534 3993

PURPOSE

To explain St Kilda 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

St Kilda 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. St Kilda 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.

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

If staff are aware that students have brought items of value to school, they will be stored securely in the classroom until the end of the day, when the items may be collected by the student and/or parent.

RELATED POLICIES AND RESOURCES

The Department's Policy and Advisory Library (PAL)

- [Claims for Property Damage and Medical Expenses](#)

POLICY REVIEW AND APPROVAL

Policy last reviewed	October 2021
Approved by	Sue Higgins
Next scheduled review date	October 2025