



# Personal Property

## POLICY

Loss of money, valuables, and property of any kind is always grievous for the owner and in most cases the items are irretrievable. We caution students, staff and school community members not to be careless with their property, giving specific emphasis to the danger of leaving valuables and money un-safeguarded. Ararat Primary School recommends that all valuable or breakable property be left at home, however, in appropriate circumstances, items may be brought to school. Students who choose to bring valuable personal belongings should leave these in the care of the teacher during the school day, the teacher will not be liable for this property.

### **Personal Property**

#### **Rationale:**

- Respect of a person includes their belongings
- Carelessness with belongings may result in theft
- People should be responsible for their personal belongings and equipment
- The safe keeping of the school buildings and assets against misuse, theft and damage is the responsibility of school council and all staff members

#### **Expectations:**

- Students are responsible for their own personal belongings
- All belongings must be clearly marked
- Bikes must be chained in the bicycle compound, to a bike rack and helmets be stored inside
- Students, staff and school community members should behave in a way that respects their property and that of others
- Items of value should be stored out of view when not in use

All student belongings should be labeled with individual student names. Please make sure your child's name is on lunch boxes, bag lunches, all apparel such as hats, coats, gloves. Please make sure that your child's name is on their backpack. This will facilitate the quick return of lost items throughout the school year.

There will be no trading of cards, toys or collectables.

The school cannot accept any responsibility for loss or damage to bicycles, scooters or other forms of transportation.

Parents or guardians should take steps to ensure that any valuable items are appropriately covered under their personal property insurance. Ararat Primary School or DEECD, will not be liable for theft or loss of personal property on school grounds. Should students choose to bring personal belongings to school, the students, not the school, are responsible for ensuring that their belongings are secured.

The school takes reasonable precautions to ensure the general security of property within the buildings. All incidents of suspected theft or vandalism should be reported to appropriate staff and/or the principal. Where appropriate, the school will report to authorities and prosecute all thefts or vandalism to property.

#### **Evaluation:**

This policy will be reviewed as part of the school's three-year review cycle.

This policy was last ratified by School Council in....

October 2012