



Springside West Secondary College

PERSONAL PROPERTY POLICY



Help for non-English speakers

If you need help to understand the information in this policy please contact Springside West Secondary College, 8357 7100.

PURPOSE

To explain Springside West Secondary College'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

Springside West Secondary College 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. Springside West Secondary College 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. Springside West Secondary College encourages staff and students not to bring items of value to school, or to obtain appropriate insurance for such items.

POLICY REVIEW AND APPROVAL

Policy last reviewed	June 2024
Approved by	PCO Team and Principal, John Goodman – June 2024
Next scheduled review date	Before June 2027