



## **PERSONAL PROPERTY POLICY**

### **PURPOSE**

To explain Bendigo Special Developmental 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**

Bendigo Special Developmental 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. Bendigo Special Developmental 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.

Bendigo Special Developmental 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, they will be confiscated and stored securely in a locked cupboard in the classroom, until the end of the day, when the items may be collected by the student and/or parent. If the item is a phone/iPad it will be stored in a lockable mobile charging cabinet, allocated to the students Professional Learning Community and housed within close proximity of their classroom location within the school (Junior/Senior/Student Engagement). Please note that some items of value may be brought to school under the exemption clause, within the Mobile Phones/Personal Mobile Devices Policy, and as such the item is necessary as a reasonable adjustment to a learning program due to a disability or learning difficulty and will only be locked away when not required for this adjustment.

### **REVIEW PERIOD**

This policy was implemented in July 2020 and is scheduled for review July 2024.