



Hamlyn Views School

## Personal Property Policy

### 1. PURPOSE

To explain Hamlyn Views School policy in relation to personal property and to ensure that special or valuable items of personal property are not brought to school.

### 2. SCOPE

This policy applies to all school activities, including camps and excursions.

### 3. POLICY

Hamlyn Views 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. Hamlyn Views 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.

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

Where students bring their own electronic communication device e.g LAMP, for use at school, parents permit this at their own risk.

If students bring any other items of value to school they will be stored securely in the child's classroom until the end of the day, when the items may be collected by the student and/or parent.

### 4. CYCLE OF REVIEW

This policy will be reviewed as part of a four yearly review cycle.

**This policy was reviewed in October, 2018**  
**Date of next review 2022.**