LONGFORD PRIMARY SCHOOL

Personal Property Policy

PURPOSE

To explain Longford 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

Longford 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. Longford 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.

Longford Primary 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 by the teacher until the end of the day, when the items may be collected by the student and/or parent.

REVIEW CYCLE

Date Approved and Implemented	23/06/2020
Approval Authority (Signature and date)	
Date Reviewed	30/04/2026
Responsible for Review	School Council
Next Review Date	May 2030
References	DET