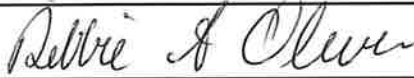


# Personal Property Policy

<b>Date Reviewed</b>	15 <sup>th</sup> February 2023
<b>Date Implemented</b>	20 <sup>th</sup> November 2019
<b>Author</b>	Gail Hardman
<b>Approved By</b>	College Council / Policies sub-committee
<b>Approval Authority (Signature &amp; Date)</b>	
<b>Responsible for Review</b>	Assistant Principal
<b>Review Date</b>	October 2025
<b>References</b>	DET

## PURPOSE

To explain Seymour 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

Seymour 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. Seymour 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.

Seymour College 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 at the General Office until the end of the day, when the items may be collected by the student and/or parent.

## REVIEW PERIOD

- This policy will be reviewed as part of the College's review cycle.
1. This policy will be made available to staff and on the College's website.
  2. This policy was ratified by College Council on

### Child Safe Standards

*"Victorian government schools are child safe environments. Seymour College actively promotes the safety and wellbeing of all students, and all school staff are committed to protecting students from abuse or harm in the school environment in accordance with their legal obligations including the Child Safe Standards. The College's Child Safety Code of Conduct is available on the school's website."*