



Personal Property Policy 2023

Purpose

To explain Jacana School for Autism 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

Jacana School for Autism 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. Jacana School for Autism 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.

Jacana School for Autism 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 School Office until the end of the day, when the items may be collected by the student and/or parent.

References:

School Policy and Advisory Guide

<https://www.education.vic.gov.au/school/principals/spag/governance/pages/personalgoods.aspx>

<https://www.education.vic.gov.au/school/principals/spag/governance/Pages/propertydamage.aspx>

<https://www.education.vic.gov.au/school/principals/spag/safety/pages/property.aspx>

Review:

This policy is reviewed annually in Term 1 each year.

Noted by JSA School Council:	23 March, 2023
Review Date:	March, 2024

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