# **Personal Property Policy**

2020-2024

### **Purpose**

To explain Hampton Park Secondary College 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**

Hampton Park Secondary 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. Hampton Park Secondary 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.

Hampton Park Secondary 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 such as a mobile phone, they will be confiscated and stored securely at in the relevant sub school office until the end of the day, when the items may be collected by the student and/or parent.

#### **Review Cycle**

This policy was last updated in November 2020 and is due for review in November 2024.

