

Yarra Junction Primary School

School Number: 3216



PERSONAL PROPERTY POLICY

Principal: Lisa Rankin

School Council President: Jess Newell

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Yarra Junction Primary School's vision: to develop each child's social, emotional and academic growth by promoting our students to be creative, curious and critical thinkers within an engaging and connected learning environment.

Vision Statement: We care, We inspire, We Achieve.



PERSONAL PROPERTY POLICY

PURPOSE

To explain Yarra Junction Primary school policy in relation to personal property and to ensure that special or valuable items of personal property are not brought to school or are stored safely during school times.

SCOPE

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

POLICY

Yarra Junction 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. Yarra Junction 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.

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

Students are not to bring personal items to school to swap with other student's personal items.

All personal devices belonging to students, such as mobile phones must be locked into the office phone safe in the office **before** 9am each day. These can be collected after the dismissal bell each afternoon. Parents/carers **must** complete a consent form for their child to bring a mobile phone to school. As per mobile phone policy, it is at the Principals discretion to approve or not approve the reason for a student bringing a mobile phone to our school.

Any personal devices such as a tablet/laptop must be approved by the Principal and the student is to hand to the classroom teacher at the commencement of the school day.

If students bring items of value to school (including mobile phones and tablets), and they **are not** handed in to the front office/class teacher before 9am, 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.