

Personal Property Policy

Help for non-English speakers



If you need help to understand the information in this policy please contact the General Office.

PURPOSE

To explain Mickleham Secondary 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

Mickleham 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. Mickleham 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.

Mickleham 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, they may 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.

COMMUNICATION

This policy will be communicated to our school community in the following ways:

- Available publicly on our school's website
- Hard copy available from school administration upon request

POLICY REVIEW AND APPROVAL

Approval Date:	August 2023	Document Title:	Personal Property Policy
Date for Review:	August 2026	Document Owner:	Mickleham Secondary College
Previous Version:	N/A	Document Editor:	Lian Davies Principal
