



# PERSONAL PROPERTY POLICY



## Help for non-English speakers

If you need help to understand the information in this policy please the office.

## PURPOSE

To explain Antonio Park Primary School'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

Antonio Park 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. Antonio Park 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.

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

Students who bring items of value to school, do so at their own risk. Antonio Park Primary School is not responsible for replacing or repairing lost or broken items.

## 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

## FURTHER INFORMATION AND RESOURCES

- The Department's Policy and Advisory Library (PAL):
  - [Claims for Property Damage and Medical Expenses](#)

## POLICY REVIEW AND APPROVAL

Policy last reviewed	July 2025
Approved by	Principal
Next scheduled review date	July 2028