



Personal Property policy

PURPOSE

To explain Bendigo Senior 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

Bendigo Senior Secondary College understands that staff and/or students may sometimes like to bring items of personal property to school.

Neither the Department of Education or Bendigo Senior Secondary College has insurance for personal property of staff, students and visitors. Bendigo Senior 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.

Bendigo Senior 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 request to have them stored securely at the General Office until the end of the day, when the items may be collected.

COMMUNICATION

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

- Included on staff portal
- Discussed at staff meetings
- Included in transition and enrolment packs
- Discussed at parent information nights/sessions
- Hard copy available from school administration upon request

RELATED POLICIES AND RESOURCES

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

POLICY REVIEW AND APPROVAL

Policy last reviewed	October 2023
Approved by	Principal
Next scheduled review date	October 2027