



Personal Property Policy

Purpose:

To explain Brentwood 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:

Brentwood 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. Brentwood 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.

Brentwood Secondary College encourages staff and students not to bring items of value to school, or to obtain appropriate insurance for such items.

Communication:

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

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

Review Cycle and Evaluation:

Policy last reviewed	May 27, 2024
Approved by	Principal
Next scheduled review date	2026 or sooner if required

