

Personal property policy (2025)

PURPOSE

To explain Westall 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

Westall 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. Westall 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.

Westall 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:

- Available publicly on our school’s website
- Included in the school policy list under ‘School Documentation’ on Compass, for staff to access as required.

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	1 st September 2024
Approved by	Principal
Next scheduled review date	1 st September 2027