


<p>Marnebek School Cranbourne</p>	<p>Personal Property Policy</p>	
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## PURPOSE

To explain Marnebek 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

Marnebek 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. Marnebek 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.

Marnebek School 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
- Annual reminder in our school bulletin
- Made available in hard copy from school administration on request

## RELATED POLICIES AND RESOURCES

- [Claims for Property Damage and Medical Expenses](#)
- Marnebek School Mobile Devices Policy

## REVIEW CYCLE

Policy last updated	June 2023
Approved by	Principal
Next scheduled review date	2026