



Brant Haldimand Norfolk Catholic District School Board

POLICY: DAMAGE TO OR LOSS OF PERSONAL PROPERTY

Adopted:	26/10/04	Policy No:	400.09
Revised:	dd/mm/yy	Policy Category:	Operations

Policy Statement:

The Brant Haldimand Norfolk Catholic District School Board recognizes that staff, students and volunteers may be permitted to use personal items or devices for school-related purposes. The Board will endeavour to protect the personal property of staff, students and volunteers, to the extent possible, however, the Board accepts no liability for damage or loss of such property.

Policy Criteria:

- Staff members must inform their supervisor regarding the use of personal items or devices in the performance of their duties.
- Volunteers must inform the supervising teacher regarding the use of personal items or devices.
- The damage or loss of personal items of staff, students and volunteers is the responsibility of the owner of the item.
- Neither the Board, nor its insurer, is responsible for the loss or damage of any personal items or devices, including cash and credit cards.

Glossary of Key Policy Terms:

n/a

Statutory / Regulatory / Related
Board Policy Linkages:



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ADMINISTRATIVE PROCEDURES: DAMAGE TO OR LOSS OF PERSONAL PROPERTY

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Revised:	dd/mm/yy	Policy Category:	Operations

1. The loss or damage of personal items or devices should be reported to the supervisor.
2. The supervisor will investigate the loss or damage.
3. The supervisor will make note in a log of any loss or damage of personal items or devices.