



NAG 3

PERSONNEL

REIMBURSEMENT FOR DAMAGE TO STAFF PROPERTY

Rationale:

It is recognised that staff run the risk of suffering damage to their property as a consequence of unpredictable and unavoidable behaviour of students.

Purpose:

The purpose is to establish a fair approach to reimbursing staff where such damage occurs.

Guidelines:

- The school will entertain claims only for damage to property such as spectacles and watches that the staff member needs to have at school in order to perform their role.
- The intention is that the school will only make good any loss suffered by the staff member that is not covered by any claim they may have made under their own insurance for the same damage.
- The Principal may approve a claim up to a maximum of \$250.00.
- If a claim exceeds \$250.00, the Principal will refer the matter to the Board.

Ratified: BOT: Chasey

Principal: Spodd

Date: 30/07/19

Review May 2021