

## **FINANCE**

### **Risk Management**

#### **Responsibilities for Students' Personal Property**

This regulation supersedes Regulation 5725.2.

#### **I. PURPOSE**

- A. To define the responsibilities for students' personal property at school or at school functions.
- B. To advise schools of their responsibilities to inform staff members, students, and parents of the contents of this regulation.

#### **II. STUDENTS' RESPONSIBILITIES**

Students shall be responsible for the personal property that they take into a school building, on school grounds, on a school-sponsored function such as a field trip, or on a school bus.

#### **III. STORAGE FOR STUDENTS' PROPERTY**

The school division may provide desk, wardrobe, or locker storage to help students care for their textbooks and personal property. Gym lockers may be provided in middle and high schools for students taking physical education or participating in athletic activities. Lockers or group storage may be provided for musical instruments in middle and high schools. Student use of any storage area provided by the school division is on a voluntary basis; there is no requirement to use any storage areas. Students who choose to use locker storage, or any storage area that can be locked, shall be responsible for the security of any associated keys or combinations.

#### **IV. CONSIDERATION OF PERSONAL PROPERTY BROUGHT TO SCHOOL**

Fairfax County Public Schools does not assume responsibility for the personal property of students and does not purchase insurance for their property. Students and their parents should be urged, therefore, to carefully consider the types and value of property that students take to school. Items of significant monetary or sentimental value are strongly discouraged, including certain types of apparel and jewelry.

With regard to items that are relevant to the instructional program and that students take to school to share with a class, parents and students should give consideration to the value of the property relative to the limited storage and security that is available in schools. This is not intended to discourage the sharing of materials that enhance the

instructional program but to urge appropriate consideration of what is taken to school. The same consideration should be given to personal property brought to extracurricular activities, including musical instruments.

**V. ROLE OF EMPLOYEES**

Teachers or other employees shall not accept responsibility for student personal property on behalf of the school or the school division. This applies primarily to those situations when a student requests that a teacher or administrator hold some personal item(s) for a period of time as a favor to the student. Teachers and administrators are encouraged to refuse such requests, because they may be held personally responsible for the item(s) if lost or stolen.

**VI. PROPERTY CONFISCATED FROM STUDENTS**

Teachers and school administrators who confiscate student personal property because student possession or use violates Fairfax County Public Schools regulations or local school rules (e.g., a CD player, a Walkman, a boombox) shall take every available precaution to protect that property until its dispersal can be determined.

A detailed discussion of student rules of conduct, search and seizure procedures, and disciplinary actions is contained in the current version of Regulation 2601, Student Responsibilities and Rights.

**VII. ADVISING STUDENTS AND PARENTS**

Staff members, students, and parents should be advised of the contents of this regulation. The information contained herein may be reproduced by schools and included in faculty handbooks, student handbooks, newsletters sent to parents, or other means of communication.

See also the current versions of: Regulation 2601, Student Responsibilities and Rights Handbook  
Regulation 2610, Removal (Suspension, Expulsion, or Exclusion) of Students From School