

POLICY: GCQ
Approved: August 24, 2009
Reviewed:
Revised:

PERSONAL PROPERTY IN SCHOOL BUILDINGS

To ensure the safety of students, staff and visitors, the School District of Hartford Jt. #1 will not assume responsibility for the maintenance, repair or replacement of equipment or material privately owned by a teacher or other employee and brought to a school or school function, unless the use or presence of such has been specifically requested or authorized by the School District Administration or Board of Education in writing.

Personal property such as electrical appliances and furniture will not be allowed in the school buildings unless there is a direct educational need for the personal equipment or to meet medical accommodations, where necessary. All authorized equipment that needs to be installed, must be installed by a District Maintenance employee, who has the appropriate skills for installing such equipment.

Medical Accommodation: The District will make reasonable accommodations for medical needs, where necessary, when written documentation by a registered physician is provided.

Approval Process: Principals and/or Administrative staff will approve in writing the use of equipment prior to its use or installation.

Liability and Insurance:

The School District will not be responsible for privately owned equipment, appliances, or property owned by a teacher or employee that is brought to a school or school function unless the use or presence of such has been specifically requested or authorized by the school principal, District Administrator or Board of Education in writing.

LEGAL REFERENCE: Wisconsin State Statutes
Section 120.12(1), (5), (26)
PI 8.01(2)(I), Wisconsin Administrative code

CROSS REFERENCE: Policy EB – Safe & Healthful Facilities
Policy EBCB – Fire & Tornado Drill
Policy EBCD – Emergency School Closings