

Students 9720 Personal Property of Students	Administrative Application	
	Last Reviewed /Approved on:	September 10, 2026
	References:	Policy 12 – Role of the Director
	Revised:	Operational

Application

Students and families are responsible for personal property brought to Regina Catholic School Division (RCSD) buildings, grounds, transportation, excursions, and school-sponsored activities.

1. RCSD does not normally reimburse for personal property that is lost, stolen, or damaged.
2. The principal will establish reasonable school-based practices for preventing and reporting loss or damage, managing found property, and communicating expectations to students and families.
3. Valuable or unnecessary personal items should not be brought to school.
4. School practices must not promise reimbursement or require staff to investigate theft beyond preserving available information and referring the matter to the appropriate RCSD contact or police when warranted.
5. When RCSD temporarily takes possession of student property for safety, discipline, assessment, repair, or another authorized purpose, the receiving employee must take reasonable steps to store it securely and limit access.
6. Personal information accessible through an electronic device must not be viewed, copied, or disclosed except as authorized by law and RCSD requirements.