

DAMAGED GOODS

PHILOSOPHY

Mount Waverley North Primary School acknowledges the need to maintain assets and equipment in good order for use by students, parents and staff.

PURPOSE

To effectively determine when assets or equipment should be disposed of in an appropriate, equitable and if applicable financially beneficial manner.

IMPLEMENTATION

- As identified, Staff and /or members of the School Community are encouraged to report damaged or inoperative equipment to the Principal or their delegate.
- The Principal or delegate will evaluate the viability of retention, repair or disposal of the damaged goods.
- Disposal of damaged goods should be carried out in accordance with the Asset Disposal Policy.

Policy Approved by:	Education Committee – School Council
Effective Date:	February 2016
Review by Date:	February 2019