



TO: Parents, Staff & Administrators
FROM: Mercedes Alonso, Executive Director
DATE: April 12, 2018
SUBJECT: Policy – Personal Belongings

The following message will be shared with children in class but we wanted to keep you informed as well so you can be aware of what we are doing to help your child take ownership of their personal belongings and toys.

Personal Belongings & Toys in School

Children occasionally want to bring to school a special toy or item from home. We encourage our children to value their toys and personal belongings, share them and to talk to us about them. However, issues can arise when the toy becomes a disruption to academics, if the toy goes missing or if children are reluctant to share. We do not want to discourage children from sharing their special toys, however, we must put in place the following guidelines:

Effective immediately, we are enforcing a **no personal belongings** (this includes toys, electronic toys/games, cars, balls, and items of high monetary value) be brought to school from home. Our classroom is filled with items to keep us busy, and lost or broken toys result in a disruption in the classroom in addition to very sad feelings.

There will be occasions when teachers allow students to bring an item from home. For these occasions, the following rules will apply:

- La Academia is not responsible for broken, damaged, lost or stolen toys.
- Items are to remain in a safe place, within the students backpack until the appropriate time.
- Items removed prior to the appropriate time, will be collected by the teacher and not returned until the parent makes an appearance at the school to retrieve the item(s).
- If a child is found to not be playing appropriately, the item will be collected.
- Personal belongings will not be permitted in the cafeteria or on the playground to ensure no accidents, issues with sharing or items becoming dirty.

Violators of this policy will be subject to disciplinary action by their teacher/the administration team.

We thank you for your cooperation.