

Umatilla School District 6

Code: **GBEAB**
Adopted: 4/11/96
Revised/Readopted: 2/11/04
Orig. Code(s): GBEAB

Care of Property

Care of District Property

Employees are required to exercise proper supervision and care over all furniture, books, supplies, equipment and facilities provided for use and to instruct students in the care, proper use and preservation of the district's properties. Further, staff are to encourage student pride in the appearance of the buildings and grounds. Employees shall be alert to any mistreatment of district or personal properties and seek a correction at once. Misuse shall be reported to the appropriate supervisor immediately. Keys to district facilities must be kept secure at all times.

Care of Personal Property

Employees shall keep their personal property secure at all times.

No employee shall bring personal equipment to school for use without authorization of the appropriate supervisor. All such items of whatever nature are brought to school at the individual's own risk.

Employees shall not bring animals with the exception of approved assistance guide animals to school unless authorized by the appropriate supervisor.

Employees who experience losses for failure to observe these regulations will be expected to bear such losses personally.

END OF POLICY

Legal Reference(s):

[ORS 330.430](#)

[ORS 332.107](#)

[ORS 332.172](#)