

## Lost Property

At St Cyres School we appreciate that replacing lost uniform and equipment is expensive and hopefully these guidelines will assist your son or daughter in retrieving any items they may misplace. Staff members are unable to search for student's lost property and the onus is on students to take responsibility for their own property. When students lose property they should visit and look in the classroom or area where they believe the property was left. If they do not find their property they should then go to Reception.

Please label all items of clothing using full name or initial and surname, rather than just a first name e.g. J Jones is much better than John. Washing does erase marker pens, so please check that your son or daughter's name has not faded on their belongings.

Unlabelled lost property will be disposed of every two weeks. Please remember as there are over 1000 students at St Cyres School wearing the same uniform, we cannot recognise items as belonging to a particular person if it is not labelled.