



Lost and Found Procedures

The Bainbridge Island Aquatic Center, Bainbridge Island Recreation Center, Battle Point Park Administration Office, Transmitter Building, High School Gymnastics building, High School Lower Gym, and Fay Bainbridge Park lost and found the staff at those facilities will handle items. This procedure pertains to items lost at camps, classes, and other parts or areas of the Park District.

Items of Significant value. *Policy 3100 pertains to items of significant value only.*

Items of significant value can include wallets, money, cameras, bikes, glasses (prescription), and jewelry (non-costume).

These items will be taken to the Aquatic Center. Typically, these items will be held for one month and then taken to the Police Department or a charitable organization.

Items of nominal value:

- Clothing, socks, water bottles. These items can be left where they were lost for a short period, then taken directly to a charitable organization.
- Wet or moldy clothes, toiletries, and food items will be thrown away.

Other Items:

- Knives and guns should be taken directly to the police station.
- Drugs or drug paraphernalia (except needles) should be thrown away if legal or taken to the police station if they are illegal drugs.
- Needles and razors should be handled only with protective equipment and put in a Sharps Container.

Any items that appear to be dangerous should be dealt with appropriately, keeping staff and public safety in mind. If you have any questions, contact your supervisor for assistance.