1

ADMIN PROCEDURES MANUAL Administrative Procedure 357

VANDALISM

Background
Any person who willfully or irresponsibly damages or destroys school property is to be financially responsible for such damage.
The District is insured by the School Protection Program, an agency of the provincial government, and therefore must act consistently with the requirements of the insuring agency. Procedures

1. When school property is damaged or destroyed, the Principal shall investigate the matter and attempt to determine responsibility. Where applicable a report will be filed.
2. If in the opinion of the Principal, school property was damaged or destroyed willfully or irresponsibly, the District will pursue restitution that includes materials and labour costs.
3. The District will recover the cost of damage to District property from the responsible party, or, in the case of minors, from their parents or guardians.
5.1.1 Damage is to be reported to the Maintenance department by telep
5.2 Losses involving District property over three thousand dollars ($3,000) will covered by the School Protection Program.
5.2.1 Damage is to be reported to the Maintenance department.
5.2.2 A School Protection Program Online Incident Form is to be compl
a copy of the report forwarded to the Secretary Treasurer’s Office
6. The Secretary-Treasurer or designate will track acts of property damage, undertak measures to reduce actions of property damage and report annually to the Superin

Reference: Sections 6, 10, 20, 22, 23, 65, 85 School Act

SD No. 40 (New Westminster)

Adopted: May 30, 2017