



The care and maintenance of all divisional property, including buildings, equipment, and vehicles is a priority of the Board. It therefore commits itself to a stern approach to vandalism. Anyone who defaces or maliciously damages divisional property will be held responsible for its repair or replacement.

“If property of a school division or school district is destroyed, damaged, lost, or converted by the intentional or negligent act of a child, the child and his/her parents are jointly and severally liable to the School Board for the loss.” [PSA 58.8]

Damages to divisional or other property occurring during extra-curricular activities or field trips will also be considered to be acts of vandalism.

School Principals shall:

- (a) inform and impress upon students that each student has a role, through example and peer pressure, in reducing/eliminating damage to all property, including facilities, furniture, equipment, books, and supplies;
- (b) encourage everyone in the school and community to report acts of vandalism;
- (c) investigate acts which result in willful or malicious or neglectful damage in order to establish responsibility and to determine whether a claim for restitution is justified. A “Vandalism Report” must also be completed.

Where a claim for restitution is justified, the School Principal.

- (a) will determine the amount of restitution to be assessed; and
- (b) may request assistance from Division staff:
 - to determine the amount;
 - to collect the assessed amount.

Restitution may be with money and/or with work.

Vandals, if they are students, may be suspended or expelled.

The procedure in reporting break-ins is outlined below.

- (a) As soon as the break-in is discovered, the police shall be contacted.
- (b) Contact the Facility Maintenance/Capital Project Supervisor.
- (c) A report providing details of the total loss and/or damage shall be sent immediately to the Facility Maintenance/Capital Project Supervisor.

This report should include the following information:

- the date and time the break-in was discovered, and the person who discovered it;
- the date and time the police were advised;
- the circumstances under which the break-in took place;
- a list of all articles stolen, indicating:



- brand names and serial numbers where applicable;
- when the article was purchased (if available);
- the cost of the article when it was purchased (if available);
- particulars of damage to school property.

NOTE: When the School Principal is away from the school during vacation, the report shall be prepared by the Custodian and Facility Maintenance/Capital Project Supervisor.

- (d) A purchase order for the replacement of the stolen articles shall be submitted to the Secretary-Treasurer/CFO.