

Administrative Procedure 357

Damage to Property

Background:

Students who willfully or knowingly destroy or damage school property will be held financially responsible for their actions.

Procedures:

1. Students will be held responsible for their actions in regard to destruction or damage to school property whether occurring through vandalism or lack of due care and attention.
2. The Principal shall investigate all incidents of damage to school property to determine where responsibility lies.
3. If a student is found responsible for damage to school property, the cost of repairing or replacing the damaged property will be charged to the student through his/her parents.
4. If more than one student is found responsible for damage, the costs for repair or replacement shall be divided amongst the students.
5. In the event of such student-caused damage, the Principal shall:
 - 5.1. Inform parents of the student's action and that there will be a cost incurred;
 - 5.2. Obtain costs from the Facilities or Transportation Manager;
 - 5.3. Bill the student accordingly through the parents;
 - 5.4. Make arrangements with the parents/students to reimburse the cost of the repairs to the Division or provide service to the School/Division in lieu of a cash reimbursement.
 - 5.5. Send a copy of the bill to the Superintendent of Administration.
6. In the event that the Principal is unable to determine who is to be held responsible for the damage, the Principal will report the matter to the Superintendent of Administration who will instruct the appropriate Manager to assess the damage. If the matter is of a serious enough nature, the Superintendent of Administration may ask the RCMP to investigate in order to try to determine responsibility prior to starting repair work.

7. If necessary, in order to obtain restitution, the Superintendent of Administration may undertake legal proceedings.

Reference:

Section 85, 87, 150, 151, 175 Education Act

Section 38, The School Division Administration Regulations

Revised:

August 2014

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