

FACILITIES

Policy 703.4-R (previously Policy 903.4-R)

Vandalism

Definition

For the purpose of these Regulations, vandalism shall be defined as "damage or destruction of School Board property resulting from malicious acts or acts of misbehaviour."

1. During the school day and on special school occasions, the responsibility of safeguarding school property falls upon the school teaching and custodial staff. At other times, persons in charge of authorized activities in the school are responsible for safeguarding school property.
2. School staff are encouraged to promote student involvement in programmes designed to safeguard school property.
3. When damage has been caused by vandalism, it shall be so indicated on the Physical Plant work order. The Maintenance Department shall determine the cost of the damage.
4. In instances of major vandalism the principal shall be responsible for submitting an Incident Report Form.
5. Where the person responsible for the damage is a student whose identity is known, the principal shall inform the parent(s) or guardian(s) by letter that a charge for the cost of the damage will be made against them. A copy of this letter shall be sent to the office of the Secretary-Treasurer and the office of the Maintenance and Operations Manager.
6. As appropriate, the Secretary-Treasurer's office (or the principal of the school concerned) shall be responsible for the collection of monies from the responsible party.
7. If further action is deemed appropriate, the Secretary-Treasurer shall consult with the Superintendent of Schools and the school principal to determine the nature of that action.

Employee's Vehicles

Definition

Vandalism shall be defined as "damage resulting from malicious acts or misbehaviour".

1. Employees are expected to leave their cars in designated parking areas only and take standard precautions.
2. The Board will reimburse its employees for damage to their personal vehicles caused by vandalism whilst they are located on property owned or administered by the Board.

3. As necessary, school staff are encouraged to promote school involvement in programmes to safeguard employees' automobiles.
4. The amount payable by the Board shall be limited to the minimum deductible offered by I.C.B.C. or the actual cost, whichever is the lesser.
5. There shall be evidence that the vandalism occurred whilst the employee is in attendance at work.
6. The principal shall be responsible for submitting an incident report form, and the R.C.M.P. shall be notified of the vandalism; further, the names of any persons causing the damage shall be stated on the incident report.
7. Payment to the employee shall be made upon submission of a receipt covering the cost of repairs.

