

**THE PROTESTANT SEPARATE SCHOOL BOARD
OF THE TOWN OF PENETANGUISHENE**

POLICY MANUAL

POLICY TITLE:

Damage to School Property

SECTION/CODE:

School Operations D - 22

APPROVAL DATE:

June 12, 2017

SUPERSEDES:

December 13, 2004

NUMBER OF PAGES:

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POLICY STATEMENT

Any case of intentional damage to school property will result in the proper authorities being notified immediately.

In cases involving Burkevale students, the school will make every attempt to contact the parent(s) and/or guardian(s) as well.

The Board considers it the responsibility of said parent(s) and/or guardian(s) to make restitution to the Board in the amount of the cost of repair and or replacement of the damaged property.

ACCIDENTAL DAMAGE

1. When accidental damage to school property occurs due to failure on the part of a student to comply with school rules (i.e. playing ball in areas where it is not allowed, throwing snowballs, etc.) or failure to comply with continued requests to stop unacceptable behaviour, the Board considers it the responsibility of the parent(s) and/or guardian(s) of the students who are involved in the incident to make restitution to the Board in the amount of the cost of repair and or replacement of the damaged property.
 - 1.1 In the event the amount of restitution is such that it will cause hardship to the family, a repayment schedule may be arranged with the Board.
 - 1.2 Accidental damage to school property occurring as a result of the normal operation of the school shall be deemed the Board's responsibility.

PROCEDURES

1. Any instance of damage to school property should be reported to the Board Manager of Finance and Treasurer as soon as possible.
2. The Manager of Finance and Treasurer will contact the parent(s) and/or guardian(s) of the student(s) involved to inform them of the damage and the Board's policy.

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3. A copy of the cost of repair and/or replacement will be sent to the parent(s) and/or guardian(s).