

601.9AP – Malicious Damage and Theft

Purpose

Appropriate action shall be taken against any person breaking and entering, stealing, or wilfully or carelessly damaging Nanaimo Ladysmith Public Schools' property.

Procedure

1. Malicious damage, breaking and entry, or theft of Nanaimo Ladysmith Public Schools' property will be reported to the police as soon as possible.
2. Damages, breaking and entry, or theft of Nanaimo Ladysmith Public Schools' property shall be reported to the Facilities Department.
3. Damage or theft of consequence shall be reported to the Board.
4. Where any student wilfully or carelessly mutilates, destroys, or removes any school property, parents or guardians may be held liable under Section 115 of the *School Act* and immediate steps shall be taken by Administration to recover all costs.
5. In all cases going before the Courts, the Facilities Department shall prepare a statement of costs and shall make appropriate representation to the Courts for all costs incurred as the result of breaking and entering, theft or damage.
6. A notice to the effect that appropriate action shall be taken against any person breaking and entering, stealing and/or wilfully damaging school district property shall be placed and retained on the notice board in each school.
7. The Board may post a special reward for information that established the guilt of any person damaging, stealing, or breaking and entering property or buildings of Nanaimo Ladysmith Public Schools.
8. Sums of money shall not be left in a school overnight except in an approved safe.

Legal References:	<i>The School Act: Section 85</i>
Monitoring Method:	<i>Board of Education / Superintendent</i>
Monitoring Frequency:	<i>Annual</i>
Previous Policy Number:	<i>AP314</i>
Adopted:	<i>1957.01.01</i>
Amended:	<i>1984.01.11; 1993.06.09; 2025.01.29</i>