



Rhyl High School

Including

Ysgol Tir Morfa

Damage & Loss of School Property Policy

Approved by RHS:

Headteacher



Chair of Governors

Approved by YTM:

Headteacher

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Chair of Governors

Date: 22-11-18

Review Date: September 2018

Objective:

The objective of this policy is to protect Rhyl High School's assets by ensuring that every student should take reasonable care of school property.

Applicable to:

This policy applies to all students/parents/Carers.

If a student wilfully damages school property parents/carers will be informed of their actions and an invoice will be sent to the home address to cover the cost of repair or replacement.

Damage and vandalism is unacceptable, parents need to be aware that vandalism has a detrimental impact on the learning environment and increases costs. For example, money spent on replacing or repairing damaged doors has to be taken from budgets allocated to educational resources and visits, therefore reducing the quality of education that could be offered.

This is obviously unfair to those students who respect their school and as a result, an invoice for the costs of repair are passed on the parents of those students responsible.

Please note the invoice generated is an official invoice and any unsettled invoices will be followed up and could result in settlement at the small claims court.

This also includes call out charges for contractors to carry out repairs on CCTV cameras, intruder alarm sensors or fire alarm break glass units, as well as any equipment provided for the use of fire fighting.

Page 4 gives an example of the costs that may be incurred.

Guidelines for Students:

School property especially equipment are for ACADEMIC use only and not for personal or other use. Anyone who uses equipment for other than academic use shall be fully liable for their loss, theft or damage.

Our School encourages students to use all equipment liberally but under the supervision of the concerned teacher. This prevents breakage and damage to the costly equipment.

However, any student found mishandling equipment by themselves without the supervision of the teacher or without authorisation of teacher, which they are not supposed to do so, will be penalised.

If, after investigation, school equipment is found to have been damaged by a student unintentionally, then no charges will be recovered from the student / parent.

In case of repeated instances of damage or loss by the same student, damages will continue to be recovered from the parent/carer, whilst our behaviour system is also actioned.

Example of costs that may be incurred

Damage to Window Panes	£100 - £200
Damage to window locks/seals	£20 - £50
Replacement Door Panels	£200
Repair Call out for Fire Doors	£100 - £250
Damage to Ceiling Tiles	£15 - £20 per tile
Damage to display boards	£50 - £150
Damage to chairs/tables	£50 - £250
Bike sheds	£300 - £500