

## VANDALISM

When acts of vandalism occur, principals and/or maintenance staff shall be responsible to investigate and decide on the course of action to be taken.

Where feasible, pupils shall be held responsible for their own acts of vandalism to Division property. Such responsibility may involve a demand for restitution for all damages by the student or the student's parents.

In cases of serious vandalism, reports shall be filed with the Winnipeg Police Department.

Where either the caretaker or the principal has reason to believe that the school has been forcibly entered or entered without authority, the following procedure should be followed:

1. Telephone the Winnipeg Police Department "911" immediately
2. Stay at the site
3. Complete the Theft/Vandalism/Burglary Incident Report, ECAC-E
4. Whenever a break-in is discovered it shall be reported to the Director of Facilities and Operations or the Superintendent as soon as possible.

*Accomplish Anything*

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