

Damage & Vandalism Policy

2024 – 2025

Status	Non -Statutory
Approved by Head teacher	A Wade
Governors Approval	July 2024
Responsible Governor	Full Governing body
Approved by (Governors)	Full Governing body
Review date	July 2025

Damage Policy

Scope

Intentional damage to school property affects the education of our students as essential funding to run school is impacted upon to pay for repairs because of damage caused. To atone Broadfield Specialist School will charge the parents/carers of students via Lancashire County Council of those who intentionally destroy or cause damage to school property and/or its fixtures and fittings.

Actions

All intentional damage to school property, fixtures and fittings will be costed. A telephone call from the school followed by an invoice of cost from LCC. A letter of explanation will be sent to the parent/carer of the student from the school. All intentional damage of school fixtures, fittings and property may be considered as criminal damage and, at the discretion of the Head Teacher, the Police may be informed resulting in the damage being addressed through the criminal justice system.

Refusal of payment and non-payment of part or the whole balance

Students and their parents/carers who refuse to pay the sum will be asked by LCC on 3 occasions then court proceedings will commence to reclaim the debt. If required payment plans can be considered.

Mechanism for collection of funds:

Parents/Carers will be informed of their son/daughters actions via telephone. This will be followed by a letter and an invoice will be sent to their home address to cover the cost of repair or replacement via LCC.

Below is an example of the costs that may be incurred;

Damage to window panes £292.50 - £1699.00	
Damage to internal door glass vision panels £328.00	
Damage to window locks/seals £50 each	
Broken Table/chair £20 - £300	
Repair/Callout for Fire Exit doors £85 - £250	
Damage to display boards £390	
Damage to internal doors including full replacement £4586.00-£5500.00	

(Depending on level of damage or cost)

Damage and vandalism is **unacceptable**, parents/carers need to be aware of the detrimental effect it has upon the learning environment and is not conducive to student wellbeing.

The cost implication is a burden and detrimental to the school budget.

Broken and damaged goods must be repaired to ensure our students are safeguarded. Monies spent must be accounted for and are deducted from carefully allocated funds to cover staffing resources, including specialist equipment and educational visits. This may significantly impact upon the quality of education being provided.

This is unjust to those students who respect their school. As a result, an invoice * for the costs of repair are passed on to the parents/carers of those students responsible.

* Please note the invoice generated by LCC is an official invoice and any unsettled invoices will be followed up and could result in settlement at Court.

This also includes call out charges for contractors to carry on repairs on CCTV cameras, burglar alarm sensors or fire alarm break glass, in the event of a false fire alarm.

We trust that parents will work with us in addressing this issue and help prevent any future damage/ vandalism.