



# VANDALISM POLICY

## Purpose

As part of its management of public funds, Park Lane Learning Trust will take all reasonable steps to ensure that costs resulting from deliberate acts of vandalism will be recovered.

The purpose of this policy is to guide the Headteacher and School Business Manager in recovering costs resulting from such incidents.

## Additional Authority

- The Scheme for Financing Maintained Schools (Fair Funding Framework) (under section 48, and Schedule 14 to, the school Standards and Framework Act 1998 and as modified by the Schools Finance (England) Regulations 2012).
- The Debt Recovery Policy.

## Scope

This policy applies to all visitors, governors and parent/carers of students attending Park Lane Learning Trust.

## Responsible Party

Responsibility for ensuring that this policy is adhered to lies with the Headteacher and School Business Manager.

## Policy

Deliberate damage of school property directly affects the education of our students by taking much needed funds to repair the damage caused. To redress this, the school will charge the parents/carers of students who deliberately destroy or cause damage to the school, its fixtures, fittings and property.

All deliberate damage to school fixtures, fittings and property will be calculated and an invoice generated which will be forwarded to the parent/carer of the student along with a letter of explanation.

In cases where financial issues may be causing the student and their family great hardship, reparation and the student assisting with refurbishing the school may be negotiated as an alternative to payment.

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

Students and their parents/ carers who refuse to pay the sum owed will lose the right to access the extra-curricular benefits put on by the school at its expense. Examples of this could be:

- Loss of extra-curricular and reward trips
- Representing school teams
- Taking part in school productions
- The privilege of attending the school prom
- The loss of other benefits which the school sees fit

### **Mechanism for collection of funds**

Once an estimate has been received to repair the deliberate damage, the Head of Year will meet with parents to agree the scheme of payments. Invoices will be generated and receipts issued by the Finance Office. Records of payments received will be detailed on a spread-sheet which will be updated by the Finance Officer and the monies credited to the vandalism account.

### **Monitoring and Review**

The policy will be reviewed every three years.