

John Willmott School

PROPERTY / VANDALISM POLICY

Statement of Policy

The School Code of Conduct expects pupils, staff and visitors (including those hiring facilities) to treat the fabric of the School building, its contents and equipment with respect at all times.

This means that we expect pupils:

1. To only bring equipment and belongings to School that are suitable and relevant to School
2. To look after their property at all times and to ensure that, where appropriate, it is labelled.
3. Not to touch, or use, the property of others without the express permission of the owner.
4. To only use School equipment following instruction to do so from a member of staff.
5. To immediately hand any property found to Lost Property or to a member of staff.
6. Not to bring to School items such as: electronic toys / games, i-pods, radios, mobile phones, laser pens, jewellery (other than that allowed within School Uniform guidelines), clothing other than uniform, games kit and outdoor coat.
7. Not to drop litter.
8. Not to mark desks, chairs, walls, ICT and classroom equipment, or any School property in any way,
9. Not to damage or deface the School Buildings or its contents in any way. This includes windows, doors, walls, fencing, CCTV and classroom equipment and toilets.
10. To report instances of damage to a member of staff immediately.

NB If a member of staff confiscates a valuable item from a pupil the item must be placed in a suitable place of safety and returned at the agreed time. Parents may be required to collect items from School should it be deemed necessary.

This also means that we expect visitors and hirers to:

1. Only use the areas of the School and the equipment relevant to them for their activities.
2. Immediately report any issues and damage to a member of staff.

The School reserves the right to seek financial recompense for any malicious or accidental damage caused to School property and buildings by the actions of others. This includes pupils, members of staff, visitors and hirers.