

**SUPPORT SERVICES**

**Policy 5280**

**Safety, Security and Communications**

**Vandalism and Theft**

The administration will take appropriate actions to punish individuals determined to have vandalized District property. Such actions include, but are not limited to school disciplinary action, restitution and criminal and civil charges.

Incident reports are to be sent to the Superintendent/designee and the Custodial/Maintenance Manager by the building administrator no later than the day following an incident. A telephone call to the Superintendent is to be made on the day of discovery as soon as practical.

Approved September 15, 2005  
Newburg R-2 Schools