

	<b>Lloydminster Catholic School Division – Administrative Procedures</b>	
	<b>AP 544 – Break-Ins, Theft and Vandalism</b>	
Related LCSDF AP's		
Form(s)		
References:	<i>The Education Act, 1995 sections 85, 87, 175</i>	
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### **Background**

The Division believes it is essential that incidents involving break-ins, theft and/or vandalism to Division property be dealt with quickly and thoroughly.

### **Procedures**

1. The Principal of each school is responsible for pursuing all possible procedures and actions to minimize break-ins, theft and/or vandalism.
2. Students and staff must be advised to report all incidents of break-ins, theft and/or vandalism to school administration as soon as possible.
3. The Principal or designate shall advise the Chief Financial Officer and RCMP in cases of reported or observed break-ins, theft and/or vandalism.