

Primêre Skool Stoneridge

Daimler straat 58
Eden Park
1458

Telefoon: 062 573 7556
084 956 1960

Navra: Carelse F (Mrs)
E-pos: stoneridge@tisali.co.za
Facebook Page: Stoneridge Primary
App: EduSams
EMIS No: 700340042



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58 Daimler street
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Telephone: 062 573 7556
084 956 1960

Enquiries: Carelse F (Mrs)
E-mail: stoneridge@tisali.co.za
Facebook Page: Stoneridge Primary
App: EduSams
EMIS No: 700260620

MOTTO: "WYSHEID IS MAG"

TITLE OF THE POLICY:	VANDALISM	No: 86
EFFECTIVE DATE		
DATE OF NEXT REVIEW		
LEGISLATIVE FRAMEWORK	<p>The South African Police Service (SAPS) and obtain a criminal case number. Reporting vagrants on the school grounds to the SAPS; Section 20(1)(g) of the Schools Act</p>	

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1 PREAMBLE

- 1) In terms of **Section 20(1)(g) of the Schools Act**, the Governing Body of a school must "administer and control the school's property i.e. the buildings and grounds occupied by the school, including hostels, if applicable"
- 2) Vandalism in the context of educational buildings of the Education Department can be described as the intentional, senseless and illegal damaging of government property. This includes theft and burglary at and the intentional destruction of property owned or rented by the government
- 3) Vandalism occurs frequently in educational institutions throughout South Africa. Millions of rands are spent annually on repairing vandalised buildings and this money could be used to decrease infra-structural backlogs and for the maintenance of educational buildings
- 4) The school commits itself to promote ownership of the school in the school community and to provide clarity on the procedures to be followed in cases where vandalism occurs at the school.

2 PURPOSE

The purpose of this guideline document is:

- a) to inform principals, teachers, learners, governing body members and the community about the wanton destruction of State property.
- b) to promote "ownership" of educational buildings by school communities. • to clarify the procedures to be followed once vandalism has occurred at a school • to share ideas on how to minimise vandalism at educational institutions

3 DEFINITION

Vandalism, in the context of educational buildings, can be defined as the wilful, senseless and illegal destruction of State property. This includes theft, breaking and entering, and wanton damage to property owned or leased by the State.

4 POLICY STATEMENT

4.1 School Governing Bodies

In terms of Section 20(1)(g) of the Schools Act, the Governing Body of a school must "administer and control the school's property i.e. the buildings and grounds occupied by the school, including hostels, if applicable".

4.2 The principal

The principal or head of an educational institution is the accounting officer and is responsible for all funds generated and spent by the school. In terms of Section 16[3] the professional management of a public school "must be undertaken by the principal. This management also includes ... the management of the school facility, i.e. buildings and grounds".

4.3 Community “ ownership

“ School buildings, although owned by the State, are community facilities and should be used by the local citizens. “Ownership” of a school by the community is of paramount importance if vandalism is to be eradicated

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4.5 The community

The community must be encouraged to be the eyes and ears of school governing bodies by reporting suspicious-looking individuals who have been seen around school buildings. The school governing body may consider ways of rewarding persons who, through their actions, have prevented damage to its school buildings.

4.6 South African Police Services

Principals should invite the SAPS to visit schools regularly in order to make the presence of law enforcement officers more visible. Regular night patrols are also advisable. Authorities must do everything in their power to ensure that persons who are guilty of vandalism are suitably punished

5 PROCEDURES THAT SHOULD BE FOLLOWED WHEN THE SCHOOL HAS BEEN VANDALISED

- 1) Report the damage immediately to the local branch of the South African Police Service (SAPS) and obtain a criminal case number.
- 2) Provide support to the police in their investigation and supply all possible information – also with the identification of possible suspects.
- 3) If learners are involved, first inform the parent(s) or guardian(s), OR take them to their parents’ home, OR in the case of the parent(s) not being available, request the local social worker to act on their behalf. If it has been determined that learners were involved, the School Governing Body (SGB) can consider handling the case according to the stipulations of the school’s code of conduct for learners.

6 WAYS TO LIMIT VANDALISM

The School Governing Body should ensure that the following happens:

- a) training and support of the cleaning staff and caretakers in order for them to develop the necessary skills and knowledge to maintain the school buildings effectively;
- b) repairing minor damage from the norms and standards allocation, for instance replacement of window catches, outer doors, broken windows, door handles and damaged toilets;
- c) regularly fixing the school’s fences;
- d) installation of barred gates, burglar bars, barbed wire, etc. at the high-risk areas of the school buildings;
- e) reporting vagrants on the school grounds to the SAPS;

- f) updating sufficient records of all maintenance projects with an indication of whether it is as a result of vandalism or normal wear and tear;
- g) following the correct protocol, i.e. reporting of cases of vandalism to the SAPS and after that to the EMDC.
- h) Purchase effective security systems, e.g. an alarm system with a rapid response.
- i) Affix grille gates, burglar bars, razor wire, etc. to high risk areas of the school building.
- j) Use cost-effective security lighting
- k) Keep adequate records of all maintenance projects, whether caused by vandals or normal wear and tear.
- l) Insist on the submission of reports on these issues by the SGB Subcommittee on Physical Resources at meetings of the SGBs.

7 IMPLEMENTATION AND REVIEW OF POLICY

- This Policy of the school becomes effective as from the date when the stakeholders of the school adopt it.
- The policy will be reviewed by the stakeholders of the school at the start of each year to ensure that it complies with the changing legislation.

<i>THIS POLICY HAS BEEN ADOPTED:</i>		
DATE: _____		PLACE: _____
Stakeholders	Initials & Surname	Signature
Principal		
Deputy Principal / DH		
SGB Chairperson		
SGB Secretary		
The policy shall be reviewed every _____		

Circuit Manager: _____ **Date:** _____