

POLICY

Spencerport Central School District

1999

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Personnel

**SUBJECT: DAMAGE TO, AND/OR THEFT OF SERVICES OR
PERSONAL/DISTRICT PROPERTY**

The Spencerport Central School District is neither responsible nor can be held liable for the safekeeping of personal property of the students, employees and visitors. It is the responsibility of the owner to ensure the safety of their personal property against any damage to, and/or theft of, while on school premises.

All employees shall report to the Superintendent or designee any incidents of damage or theft of property belonging to the District and the identity of the person or persons believed to be responsible. Students are encouraged to report such incidents to their building principal.

The theft of services or property from the District by an employee will result in immediate disciplinary action that can lead to dismissal or other penalty, and shall not preclude the filing of criminal or civil charges by the District.

Adopted: 6/22/99