

<p>Pol. 710</p>	<p>is responsible for approving the loan of specific items of equipment, when unobtainable elsewhere.</p> <p>b. Students or staff members may remove school equipment from school property only when such equipment is necessary to accomplish tasks relevant to their school or job responsibilities. Prior approval of the building principal is required for such removal and use.</p> <p><u>Section 4. Guidelines</u></p> <p>a. Removal of District-owned equipment from school property for personal use by staff or students is subject to prior approval by the Superintendent or his/her designee.</p> <p>b. The user of District-owned equipment shall be fully liable for any damage or loss occurring to the equipment during the period of its use, and shall be responsible for its safe return.</p> <p>c. When equipment authorized for loan requires the services of an operator, the user shall employ the services of a person designated by the District and shall pay such costs as have been set for said hire.</p> <p>d. Individuals authorized to use District-owned equipment off school property may not allow anyone else to use the equipment (e.g., spouses, children, relatives, friends, etc.).</p>
<p>SC 804 Pol. 224</p>	<p>e. School books and equipment may be loaned to pupils during vacations only with approval. Established procedures must be followed to ensure books and equipment are returned in the same condition in which they were loaned. Any school books or equipment which are damaged or lost will be paid for by the responsible parties.</p>
<p>Pol. 218, 224.1</p> <p>Pol. 342, 452, 552</p>	<p><u>Section 5. Consequences for Inappropriate or Unauthorized Use of Equipment</u></p> <p>a. Any student whose damage to District equipment, books, or other property is serious may be subject to disciplinary measures per the Code of Conduct. Administration may also refer serious or chronic damages to the appropriate authorities. In no case shall referral to authorities be made without prior notification to the student's parent(s)/guardian(s).</p> <p>b. Any staff member whose damage to District equipment, books, or other property is serious may be subject to a variety of disciplinary actions, including, but not limited to: warnings, restricted access to resources, position reassignment, oral or written reprimands, suspensions (with or without pay for employees), dismissal, penalties provided in statutes, regulations, restitution, and other laws and/or legal proceedings. Administration may also refer serious or chronic damages to the appropriate</p>

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References

School Code 24 P.S. Sec. 801, 804

Board Policy – 218, 224, 224.1, 252, 452, 552, 707, 710