
STUDENT DAMAGE TO INSTITUTION PROPERTY POLICY

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| Policy Title | Student Damage to Institution Property Policy |
| Policy Owner | Amity Institute of Higher Education, Mauritius (AIHE) |
| Policy Version | Versions Control: 1.0 (October 2023) Current Version: 1.0 (October 2023) |
| Responsible Office | Registrar's Office |
| Contact Information | Questions concerning the policies should be directed to the Deputy Director of Amity Institute of Higher Education (Mauritius) |
| Policy Review Frequency | Once in 3 Years |
| Pertinent Dates | Approved Date: October 2023 Date of Next Review: October 2026 |
| Approved By | October 2023 Academic Council Meeting and SENATE of AMITY Institute of Higher Education (AIHE) |
| Entities Affected by This Policy | AIHE stakeholders |
| Who Needs to Know About This | This policy helps maintain a safe and respectful learning environment while outlining the consequences for such actions. Hence all stake |

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| Policy | holders should be aware of this policy |
| Reason for Policy / Purpose | By having a well-defined student damage to institution property policy in place, AIHE can effectively address incidents of student damage to institution property and promote a safe and respectful campus environment. |

Policy Purpose

This policy further defines what vandalism is in AMITY Institute of Higher Education. To align with the institute code of conduct, this provides a reiteration of the mutual respect for a good campus life of all students to the Institution.

Policy Statement

At AIHE, we are committed to providing a safe and conducive learning environment for all members of our academic community. This commitment extends to the protection and responsible use of our institutional property and resources. The "Student Damage to Institution Property Policy" is established to outline the principles and procedures for addressing damage to institution property caused by students.

Scope and Application of this Policy

The rules and procedures for handling situations where students damage the property of the educational institution are outlined in a "Student Damage to Institution Property Policy" statement. The purpose of this policy is to make clear the duties of students, the processes for reporting and repairing damage, and the penalties for such behavior.

POLICY FRAMEWORK

Vandalism: Intentional damage to property of the Institution or property of a member of the Institution community. It includes reckless or negligent behaviour that a reasonable person would know that engaging in that behaviour could cause damage

All students, staffs and stake holders agree to abide by the Institution's Student Code of Conduct.

All students, staffs and stake holders agree to not damage or break Institution property including, but not limited to lecture rooms, bulletin boards, doors, chairs, tables, computers, water fountains, ceiling tiles, washrooms, signage, electronic devices, cameras and/or other spaces, etc.

Tampering with fire safety systems is considered as an act of vandalism. This includes covering the smoke detector, taking the smoke detector apart, etc.

Unauthorised removal or possession of personal property belonging to the Institution or staff will result in disciplinary action, which may include restitution, police action, suspension, and/or recommendation for expulsion to the Disciplinary committee.

The Institution advises students not to bring valuables goods or large amounts of money to the campus as AMITY Institute of Higher Education does not provide theft or loss of property insurance and cannot reimburse students for such losses for the students..

All students are subject to the Institution disciplinary process if found having caused vandalism which may include immediate dismissal or payment of the damage done

All deliberate damage to Institution property or property of a member of the Institution community will be costed and an invoice generated which will be forwarded to the parent/carer

of the student along with a letter of explanation. In cases where financial issues may be causing the student and their family great hardship, reparation and the student assisting with refurbishing the institution may be negotiated as an alternative to payment.

Reporting Procedures:

The incident damage should be reported to Registrar's office through reporting mechanisms such as Emails, Online Forms, reporting to staff or security. The time line for reporting is within a day of occurrence of incident.

Investigation Process:

The process for investigating incidents of damage may include interviewing witnesses, reviewing security footage, and collecting evidence. Then calling the person on whom complaint has been made for a Disciplinary Committee.

Disciplinary Actions:

The potential disciplinary actions and consequences for students found responsible for damaging institution property could include restitution for repair or replacement costs, academic penalties, disciplinary probation, suspension, or expulsion.

Refusal of payment and non-payment of part or the whole balance

Students and their parents / carers who refuse to pay the sum owed will result in the cancellation of the studentship and legal actions will be taken.

Preventive Measures:

AIHE offers recommendations or strategies for preventing property damage, including security measures, awareness campaigns, and student engagement activities.

NOTE:

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- This policy has a scope for appeal process.
 - Legal Considerations such as compliance with local laws and regulations, and any interactions with law enforcement agencies if the damage is severe or involves criminal activity is followed if need be.

DISCLAIMER

This document may be subjected to change upon the directions and instructions of Senate / Academic Council. The changes once approved by AIHE's respective Councils and Boards, will be mentioned and notified to accreditation body – Higher Education Commission (HEC) by the Vice Chancellor of AIHE.