

Overdue, Damaged or Lost Instructional Materials

When property is lent to students, the Office of Education expects that it shall be returned in a timely manner, with no more than usual wear and tear.

When materials are lost or so damaged that they are no longer usable, the student shall be immediately issued a replacement material. However, students or parents/guardians shall be responsible for reparation equal to the current replacement cost of the materials. When materials are damaged but still usable, the Superintendent or designee shall determine an appropriate charge.

The student's parent/guardian will be notified of the alleged misconduct before withholding grades, diploma, or transcripts. If the parent/guardian or student is unable to pay for the damages or return the property, a program of voluntary work for the student may be substituted. When the voluntary work is completed, the student's grades, transcripts, and diploma shall be released.

If it can be demonstrated to the Superintendent or designee's satisfaction that the student has taken all reasonable precautions to safeguard instructional materials issued to him/her, the Superintendent or designee may excuse the student or parent/guardian from payment of reparation.

*Legal Reference:**EDUCATION CODE**48904 Willful misconduct; limit of liability of parent or guardian**48904.3 Withholding grades, diplomas or transcripts of students causing property damage or injury**60119 Public hearing on sufficiency of materials**60411 Purchase and use; property of district**CIVIL CODE**1714.1 Liability of parent or guardian for act of willful misconduct by a minor**CODE OF REGULATIONS, TITLE 5**305 Student responsible for care of property*

Policy

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Revised: January 11, 2012

HUMBOLDT COUNTY OFFICE OF EDUCATION

Eureka, California