

CLEVEDON SCHOOL

POLICY STATEMENT

THEFT AND FRAUD PREVENTION

The Board of Trustees of Clevedon School accepts that it has a responsibility to protect the physical and financial resources of Clevedon School. The Board has agreed that through its Chief Executive, the Principal, the school has a responsibility to prevent and detect theft and fraudulent actions by persons who are employed or contracted by the school or who are service recipients of the school. The Board accepts that any investigation into any theft or fraudulent actions will be conducted in a manner that conforms to the principles of natural justice and is procedurally just and fair.

The Board, therefore, requires the Principal to establish systems and procedures to guard against the actions of theft and fraud. The Principal is to report such actions to the Board Chairperson as prescribed in the procedures set out below.