BUILDINGS AND GROUNDS
POLICY

Rationale
- Students have the right to work and play in a school environment that is safe, secure, attractive and stimulating. Similarly, all staff and visitors have the right to work in a safe, secure and attractive environment.

Aims
- To ensure that the school’s buildings and surrounds are maintained and further developed in a safe, secure and attractive manner.
- To monitor, update and implement both short and long term plans for buildings and grounds improvement.

Implementation
- The Principal will oversee the management of facilities and report to the School Council four times per year on such items as:
  - Organising and implementing grounds maintenance contracts
  - All matters associated with building maintenance, including audits, tenders and works associated with Physical Resource Management System (PRMS) funding. A delegate may be appointed and consultation with the Building and Grounds Committee may occur.
  - All contracts, including cleaning contracts, waste disposal and service contracts and any contracts for the hiring of premises or facilities.
  - Submissions for additional facilities or disabilities and impairments resource submissions.
- School Council will appoint a ‘Buildings and Grounds’ subcommittee who are required to:
  - Meet and report on issues and present recommendations relating to buildings and grounds matters at each council meeting.
  - Develop and maintain a ‘Grounds Development Plan’ and consult with this plan prior to embarking upon any facilities or grounds improvement projects for the year.
  - Organise working bees for school yard maintenance and further grounds development projects.
  - Coordinate major and minor projects funded either locally or by the Department if so directed.
  - Actively encouraged to second extra members with additional expertise at times of major projects, engage consultants when desirable, and is expected to work in close unison with the Finance sub-committee.
- For Work Cover purposes it will be minuted annually that School Council approves the use of volunteer workers to carry out work at the school.

Evaluation
- This policy will be reviewed as part of the school’s three-year review cycle.

References: Circular 226/2001 – Benchmarks to Assist School Investment Decisions