



# BUILDINGS & GROUNDS Policy

## **AIM:**

To make effective use of resources available to the school for the provision and maintenance of buildings and grounds that facilitates a safe working and recreational environment for all participants.

## **GUIDELINES:**

1. The School Council's Buildings and Grounds sub committee will develop a Maintenance Plan for a maintenance and minor works program, which will incorporate the organisation of contracted mowing services and working bees as required.
2. Where appropriate, the school will liaise with regional facilities personnel on Maintenance and Minor works projects.
3. Maintenance and Minor works projects will be completed in order of priority in accordance with the Physical Resources Management System, (PRMS) and the school's Maintenance Plan.
4. An annual budget comprising locally raised funds, PRMS funding, as well as Maintenance and Minor works Quarterly Grant allocations, will be formulated.
5. An appointed Occupational Health & Safety Officer will meet regularly with the Principal to make appropriate recommendations re occupational health and safety issues.
6. The employment of contracted services / trades personnel to complete maintenance requirements will be overseen by Principal and/or School Council and the Buildings and Grounds Sub-committee. NB: Heating, sprinkler system, plumbing, electrical and oval mowing.
7. All members of the Epping Views community will be encouraged to care for, and maintain the school's buildings and grounds, both during and outside school hours.

This policy will be reviewed as part of the school's four-year review cycle

This policy was last ratified by School Council in....

**June 2009**