

# MAINTENANCE, BUILDINGS & GROUNDS

## NARANGA SCHOOL POLICY

### Rationale:

- \* Students have the right to work and play in a school environment that is safe, secure, attractive and stimulating and meets **Occupational Health and Safety standards**. Similarly, all staff have the right to work in a safe, secure and attractive environment.
- \* A well maintained school builds school pride and morale, enhances school image and attracts enrolments.

### 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.
- To ensure relevant **Occupational Health and Safety** guidelines are adhered to.

### Implementation:

- The Principal in consultation with the School Council will appoint a person responsible for 'Maintenance, Buildings and Grounds'.
- This person in partnership with the School Council and the principal are responsible for making decisions in regards to maintenance of the school buildings and grounds.
- This person is required to consult the approved school council 'Master Plan' prior to embarking upon any facilities or grounds improvement projects for the year.
- Students will not use powered, electrical or otherwise dangerous equipment for the purpose of school maintenance unless supervised in work placement situations and under supervision.
- This person will assist with the coordination of major and minor projects funded either locally or by DET.
- The asbestos policy must be consulted prior to any maintenance works to the buildings.
- Urgent or unsafe maintenance items need to be removed from use, and brought to the immediate attention of the principal or the **OHS** officer as appropriate.
- All contracts including waste disposal and service contracts will be coordinated by the person responsible, as will be any contracts for the hiring of premises or facilities.

### Evaluation:

This policy will be reviewed as part of the school's review cycle.

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

June 2016