Doncaster Gardens Primary School
Environment (Buildings and Grounds) Policy

Philosophical Basis:

An attractive, comfortable and safe school environment is essential for the students, staff and parents of Doncaster Gardens Primary School. All members of the school community are expected to care for and help maintain the school environment.

Guidelines:

The Doncaster Gardens Primary School Council will:

- Develop 3-5 year plans in accordance with existing budgets, increasing the appeal of the school grounds.
- Expect and maintain a high standard of cleanliness and tidiness throughout the entire school area, both inside the buildings and the surrounding grounds.
- Maintain and promote an active recycling program.
- Be familiar with and adhere to Human Services Health and Safety Regulations.
- Prioritise any future provisions in accordance with budgets and School Council permission.
- Deliver regular reports to School Council.
- Maintain a designated member of staff who is trained in Asbestos Management.

Implementation:

- The Principal will appoint a Building and Grounds Coordinator each year.
- The Buildings and Grounds Coordinator will deliver regular reports to School Council.
- The systematic maintenance plan for school buildings and grounds will be managed by the Buildings and Grounds Subcommittee and School Council.
- Cyclic audits will be conducted by the DEECD.
- Buildings and Grounds Subcommittee will prioritise work to be undertaken.
- The Paper Recycle Policy, yard duty procedure and working bees will contribute to the maintenance of the school environment.
- Community workers may be used to assist if available.
- Work will be contracted wherever possible eg painting, cleaning, mowing, maintenance.
- Periodical audits of all playground equipment will be conducted for safety purposes in line with DEECD requirements.
- All students are expected to take pride in their school environment, and to cooperate in maintaining the school’s facilities to the highest standard.

Evaluation:

- Systematic maintenance plan will be documented.
- 3-5 year plan for the enhancement of the school grounds and gardens will be documented.
- School cleaning will be monitored daily.
- The state and appearance of rooms and grounds will be continuously monitored.
- The school community’s adherence to recycling guidelines will be monitored.
- Interest in and care of the school displayed by the school community will be monitored.
- This policy will be reviewed every three years as part of the policy review cycle.

May 2013