

PROPERTY MAINTENANCE

Background

The Division has a responsibility to protect the community's capital investment in school facilities by ensuring school buildings and grounds are adequately maintained.

Procedures

1. Division property is to present the appearance of being well cared for at all times.
2. Division buildings and grounds will be maintained at a level consistent with provincial code requirements and Division standards.
 - 2.1 The exterior of buildings are to be maintained in good repair.
 - 2.2 Grounds are to be free of hazards.
 - 2.3 The interior of buildings are to be clear, orderly, attractively decorated, and free from obstructions and untidy accumulations.
3. Division staff shall periodically evaluate the physical condition of its facilities and grounds and identify both deficiencies and desired enhancements.
4. Each year, as part of the operational planning and budgeting process, the Division will prioritize facility and grounds maintenance projects and reflect these priorities in the recommended allocation of resources for budgeting purposes.
5. The Principal is responsible for identifying building deficiencies and desired enhancements and communicating these to the Secretary-Treasurer.
6. The Secretary-Treasurer, in consultation with principals and the Superintendent, is responsible for developing and implementing the Division's buildings and grounds maintenance program(s).

Reference: *Education Act*, SA 2012, c E-0.3, ss. 33, 52, 53, 68, 197, 222, 225