



School and Grounds Management

Administrative Procedure 6.020

Board Governance Policy Cross Reference: 1, 2, 3, 12, 13, 16, 18

Legal Reference:

Date Adopted: June, 2012

Date Amended:

Date Reviewed: November 2017, October 2020; May 2024

School and Grounds Management

The Care, custody, and safekeeping of all school property shall be the general responsibility of the Principal, in co-operation with the Facilities Manager. The Facilities Manager shall be responsible for:

- a) The constant review of school building needs and, when a building program has been approved by the School Board and the Public Schools Finance Board, for the supervision of new construction
- b) For maintenance of District property and for the operation of District plants
- c) For employment and training of maintenance personnel

Within each school, the principal shall be responsible for the care and upkeep of the building. The building and grounds management provided by the District through the Operations Department shall be considered a supplementary service. The Principal shall retain the basic responsibility for overseeing buildings, grounds maintenance and custodial services in his/her buildings.

Any changes to school property must be approved by the Facilities Manager. All playground equipment must be installed by supplier or under direct supervision of supplier.