



ST THOMAS'S  
SCHOOL

## Property Management

To ensure a safe, healthy working and learning environment is provided and that school assets are protected, adequately maintained and not unnecessarily risked:

1. A 10-year property plan will be developed and implemented.
2. All Board assets will be insured.
3. Annual budgets will include provision for general maintenance, and cyclical maintenance as described in the 10-year plan.
4. Property development projects will be:
  - Identified and prioritised in line with the charter and strategic plan.
  - Approved by the Board.
  - Managed within guidelines set out by the Ministry of Education.
5. Compliance with legislation concerning Occupational Safety and Health will be adhered to.

The Board delegates to the Principal all day-to-day maintenance requirements and management of property staff.

Ratified by Board

Signed N.C.

Date 10/9/2024