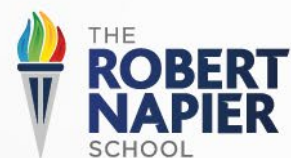




Premises Management Policy

September 2021 Next Review: 2022



PREMISES MANAGEMENT POLICY

The Trust's aims are to ensure that all children within our schools gain a first rate education, develop the skills necessary for the next stage in their lives and are equipped with the personal values and attributes that will make them successful in a fast changing world.

The Beyond Schools Trust intends to manage its premises in order to provide all children with the education described in the Vision, Mission and Strategic Plan of the Trust. Capital funds will be managed across the Trust in order to address health and safety concerns as well as routine maintenance and improvements to the educational environment.

Diversity (equality) impact assessment. Accessibility will be addressed in the procedural parts of this policy

Monitoring arrangements – FINANCE, AUDIT AND RISK (FAR) COMMITTEE will annually consider the plans and reports for maintenance and improvement at all Academies and ensure appropriate testing has been carried out in line with requirement of the Health & Safety Policy and Academy based procedures. The TRUST BOARD will seek assurance that all works are legally compliant. LOCAL GOVERNING BODYS and Headteachers will propose desirable uses for capital to the CEO and CFO and these proposals will be assessed by the Estates Development Manager against an evaluation criteria and successful projects, where necessary, will be put forward for approval to the FAR COMMITTEE in line with the financial scheme of delegation.

Risk Assessment

| Area | Risk | Managed by Procedure |
|----------------------------|--------------------------|----------------------|
| Child protection | Physical Safety | These procedures |
| Financial | Fines Unmanaged costs | These procedures |
| Achievement and Attainment | Loss of use of premises | These procedures |
| Business continuity | Loss of use of premises | These procedures |
| Other | | |

Date of Trustee approval: September 2021

Review arrangements including date of review: September 2022

Trust wide Procedures

*Trust procurement and tendering, including financial delegation limits.
Management of building works*

School procedures must have:

A five year rolling premise plan including

- *Accessibility plan (statutory)*
- *Asbestos management plan (see also Health and Safety)*
- *Fire safety*

- *Statutory testing schedule*
- *Routine maintenance*

Business continuity plan

Asset register.

Emergency procedures