



Premises Management Policy

November 2023

Next Review: Autumn 2024

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

Links to: Health & Safety 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: November 2023

Review arrangements including date of review: Autumn 2024

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

Annual external health & safety audits