ASSETS MANAGEMENT POLICY

INTRODUCTION

St Joseph’s School is a place of learning. As such, staff and students have the right to use the necessary resources to maximize and reinforce learning and provide enrichment. This includes appropriate use of assets.

RATIONALE

MISSION STATEMENT

“St Joseph’s School offers an holistic education within a Catholic Christian ethos whilst developing and valuing the uniqueness of the individual as we encourage each student to become a life long learner.”

The mission statement of St Joseph’s School stresses an holistic education, a goal that can only be provided by providing comprehensive equipment and resources. It also stresses education within a Catholic Christian environment, which requires a safe and healthy work and learning environment. “Valuing the uniqueness of the individual” means that the issues of resource management are important to ensure that each child receives an education suitable to him/her.

GOSPEL VALUES

Respect, personal dignity, individual worth, freedom, integrity, trust, justice, understanding, forgiveness, honesty, care, compassion

DEFINITIONS

Assets are defined as buildings, both external and internal, playgrounds, sporting grounds and equipment, plant and equipment, furniture, teaching resources, computers and other technological and electronic equipment. Ownership of assets is defined as the School, Parish and all School related bodies.

POLICY STATEMENT

St Joseph’s School wishes to provide assets that are well maintained and in sound condition. Assets should be of appropriate technical standard and as up to date as possible, so as to contribute toward a safe and well resourced place of learning.

Staff and Students must be aware of the appropriate use of these assets in order to ensure safe use of equipment and to preserve the effective life of the asset.

As part of St Joseph’s School’s commitment to community relations, assets may be utilized by third parties such as community groups. This is on the understanding that such groups accept responsibility for the care of assets being utilized.
CONSEQUENCES

A register of assets will be maintained and audited on an annual basis.

A program is to be in place for the maintenance, upgrading and replacement of assets.

Assets must conform to workplace health and safety standards as prescribed in the OHS manual and plan set out for the school.

Michael McCarthy
Principal

Chris Haynes
Board Chairman