

REDCLIFFE PRIMARY SCHOOL



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Grounds and buildings policy

1. Introduction

This document constitutes the grounds and buildings policy of Redcliffe Primary School. The policy recognises the fundamental values in the Constitution of the Republic of South Africa 108 of 1996, as well as the applicable provisions of the South African Schools Act 84 of 1996 (hereinafter 'SASA').

In terms of section 13 and 55 of SASA, the state, and not the school, is the owner of the grounds and buildings occupied by the school.¹ However, the school has the right to occupy and use the property.

Section 13(2) of SASA provides as follows:

"13. Public schools on State property

(2) Subject to section 20(1)(k), a public school which occupies immovable property owned by the State has the right, for the duration of the school's existence, to occupy and use the immovable property for the benefit of the school for educational purposes at or in connection with the school."



In terms of section 20(1)(g) of SASA, the school governing body must administer and control the school's property, including the grounds and buildings occupied by the school, but this must in no way interfere with the implementation of a decision made by the Member of the Executive Council (MEC) or Head of Department (HOD) in terms of any law or policy.

This policy regulates the maintenance, development and lease of the buildings, grounds and facilities of the school.

2. Maintenance

Section 20 of SASA defines several functions and competencies that apply to all governing bodies. Section 21 in turn deals with governing body functions that may be allocated to a governing body, either by the HOD upon application or the MEC by way of publication in the Provincial Gazette. The maintenance and improvement of the school's property, as well as the buildings and grounds occupied by the school, including is a section 21(1)(a) (or allocated) function, which a school may only perform if it has the competency to do so.

- 2.1 The grounds and buildings committee of the governing body is responsible for the maintenance of the property. The maintenance of the buildings, grounds and facilities is aimed at countering the structural deterioration of the school complex, keeping the buildings, grounds and facilities in a satisfactory condition, and ensuring that the school complex is aesthetically pleasing.
- 2.2 The annual budget includes an amount earmarked for maintenance, which must be utilised to rehabilitate those parts of the school complex that show signs of decay. Parents are expected to approve this amount at the annual budget meeting.
- 2.3 Sound financial management shall be applied throughout, and no overspending on this budget item shall be permitted without the prior approval of the full governing body.
- 2.4 The maintenance amount must be optimally utilised to ensure that the school complex is in the best possible condition.
- 2.5 Regular inspections of the school complex, facilities, machines, vehicles and gardening equipment must occur in order to identify spots of decay/deterioration and to compile a repair schedule. The grounds and buildings committee must compile a roster according to which these inspections should be carried out.
- 2.6 The maintenance needs of the school complex must be prioritised annually for the most urgent matters to be dealt with first.

Section 36(4)(a)(ii) of SASA provides for the conducting of businesses on school property. Any persons or ventures who wish to conduct a business on the school's property must submit a business plan to the grounds and buildings committee. The committee must consider the plan and, should they believe that such business can be conducted on the school's property, submit it to the full governing body for approval. A business may be permitted only if it will supplement the school fund, and if its activities will not be hazardous or disruptive to the learners.

After the governing body has approved the conducting of the business on the school property, the chairperson of the grounds and buildings committee, or a person delegated by the chair for this purpose, must apply for approval from the MEC. See paragraph 3 above for the information that must be furnished in the application.

SIGNED AT Verulam ON THIS 21 DAY OF September



Governing Body Chair

"Growing KwaZulu-Natal Together"