



POLICY FOR Premises Management and Compliance Monitoring

Introduction

Policy Ratified: July 2018

Policy Review Date: July 2019

Policy or Subject Co-ordinator: Robin Archibald

This policy is accessible to:

all staff (permanent, temporary, supply or otherwise)

advisers/inspectors

parents (on request)

Broadfields Primary School Governors.

All staff have access to a copy saved on the school website.

As an academy, the school has to comply with regulations for council buildings as documented in

[Compliance Monitoring in Council Buildings](#)

The school has a School Business Manager provided through a contracted service with Barnet Local Authority. This person is responsible for overseeing the Barnet premises management package which the school purchases annually.

Items not covered by the Barnet premises management package:

Aspect	Company Used	Frequency
Lightning Protection	Sentinel Lightening Protection Lightening Protection System	12 months 1 visit per year.
Maintenance of Sump Pumps	Advance Precision Maintenance 1xFoul 2 Pump Flygt packaged pumping station	12 month Contract consisting of 2 visits 6monthly
Passenger lift	ILS Group	12 months contract consisting of 2 visits 6monthly