

Premises Management Policy Fairfax Multi-Academy Trust

Document Owner:	John Fitzgerald, FMAT COO
Start Date:	September 2024
Review Date:	September 2025





Co	ontents	Page
1.	Introduction	3
2.	Purpose of Policy and Guiding Principles	3
3.	Building Condition, Suitability and Accessibility	4
4.	Estates Safety Records and Audits	4
5.	Emergency Evacuation and Lockdown Procedures	4
6.	Asbestos	5
7.	Heating, Ventilation and Lighting	5
8.	Water Supply and Drainage	6
9.	Sanitation and Welfare	6
10	Cleanliness and Maintenance	7
11	Furniture, Fittings and Equipment	7
12	Safety, Security and Safeguarding	7
13	Lettings	8
14	Grounds	8
15	Poor Weather and other Emergency Situations	8
16	Role and Responsibilities	8
17	Trust Estate Management Schedule	9
18	Definitions	31



- 6. Asbestos
- 7. Heating, Ventilation and Lighting



8. Water Supply and Drainage



10. Cleanliness and Maintenance

] J

11. Furniture, Fittings and Equipment

12. Safety, Security and Safeguarding





17. Trust Estate Management Schedule

Issue / Area (listed alphabetically)	Requirements / Guidance	Frequency / Regularity	Assessment of Competency of Contractor/Employee	Evidence required to demonstrate compliance	Statutory/Regulatory/Industry Code/Good practice



Issue / Area (listed alphabetically)	Requirements / Guidance	Frequency / Regularity	Assessment of Competency of Contractor/Employee	Evidence required to demonstrate compliance	Statutory/Regulatory/Industry Code/Good practice



Requirements / Guidance

Frequency / Regularity

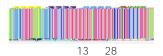
Assessment of Competency of Contractor/Employee Evidence required to demonstrate compliance

Statutory/Regulatory/Industry Code/Good practic/F3 8.04



Issue / Area (listed alphabetically)	Requirements / Guidance	Frequency / Regularity	Assessment of Competency of Contractor/Employee	Evidence required to demonstrate compliance	Statutory/Regulatory/Industry Code/Good practice

2 2





Issue / Area (listed alphabetically) Re	Requirements / Guidance	Frequency / Regularity	Assessment of Competency of Contractor/Employee	Evidence required to demonstrate compliance	Statutory/Regulatory/Industry Code/Good practice
--	-------------------------	---------------------------	---	---	---



Requirements / Guidance

Frequency / Regularity Assessment of Competency of



Issue / Area (listed alphabetically)	Requirements / Guidance	Frequency / Regularity	Assessment of Competency of Contractor/Employee	Evidence required to demonstrate compliance	Statutory/Regulatory/Industry Code/Good practice



Issue / Area (listed alphabetically)	Requirements / Guidance	Frequency / Regularity	Assessment of Competency of Contractor/Employee	Evidence required to demonstrate compliance	Statutory/Regulatory/Industry Code/Good practice



Requirements / Guidance

Frequency / Regularity



Requirements / Guidance

Frequency / Regularity Assessment of Competency of Contractor/Employee Evidence required to demonstrate compliance



Requirements / Guidance

Frequency / Regularity Assessment of Competency of Contractor/Employee Evidence required to demonstrate compliance

Statuat to



Issue / Area (listed





Issue / Area (listed alphabetically) Require	Frequency / ements / Guidance Regularity	Assessment of Competency of Contractor/Employee	Evidence required to demonstrate compliance	Statutory/Regulatory/Industry Code/Good practice
---	--	---	---	---



Issue / Area (listed alphabetically)	Requirements / Guidance	Frequency / Regularity	Assessment of Competency of Contractor/Employee	Evidence required to demonstrate compliance	Statutory/Regulatory/Industry Code/Good practice



Issue / Area (listed alphabetically)	Requirements / Guidance	Frequency / Regularity	Assessment of Competency of Contractor/Employee	Evidence required to demonstrate compliance	Statutory/Regulatory/Industry Code/Good practice
					Safe use of ladders and stepladders
		- -			Safe use of ladders and stepladders