



## Groundskeeping

### Background

KTCEA is committed to protecting the community's capital investment in school facilities by ensuring school grounds are adequately maintained. KTCEA supports the implementation of a program of regular building and grounds maintenance.

### Guidelines

KTCEA will maintain its grounds to a standard acceptable to the community.

| #  | Procedure  | Roles & Responsibilities                            |
|----|--|---|
| 1. | School grounds will be maintained at a level consistent with provincial code requirements and community standards.   | Associate Superintendent<br>Facilities & Operations |
| 2. | The physical condition of school grounds will be reviewed annually to identify deficiencies and to plan for desired enhancements. The review will include a condition assessment of: <ul style="list-style-type: none"> <li>2.1 Turf areas and sports fields.</li> <li>2.2 Landscape areas.</li> <li>2.3 Snow clearing activities.</li> <li>2.4 Hard surfaces.</li> <li>2.5 Gravel surfaces.</li> <li>2.6 Garbage receptacles and storage.</li> <li>2.7 Playground equipment.</li> <li>2.8 Fences/bollards.</li> <li>2.9 Back stops, goal posts, bicycle racks, flag poles, railings.</li> </ul> | Associate Superintendent<br>Facilities & Operations |
| 3. | Each year, as part of the operational planning and budgeting process, grounds maintenance projects will be prioritized and those priorities will be reflected in the recommended allocation of resources for budgeting purposes.   | Operation and Maintenance Manager                   |

### References:

KTCEA Policy 3 – Respectful, Caring and Safe Schools and Workplaces  
 Canadian Standards Association Guidelines  
Operations and Maintenance (Handbook for School Facilities)  
Operations and Maintenance Manual (A Guide for School Trustees/Administrators and Consultants)

### Procedure Amendments and Updates

The responsibility for updating and amending this procedure rests with the Associate Superintendent Facilities & Operations.