PARADE COLLEGE

POLICY: MANAGEMENT AND MAINTENANCE OF PARADE COLLEGE GROUNDS

PREAMBLE

This policy recognizes that external groups sometimes request the use of College facilities on an ad hoc basis and that associated groups wish to use College facilities on a regular basis. Old Paradian sports clubs under the aegis of the Old Paradians Association (e.g., Football Club, Cricket Club, Theatre Company) are welcome to use facilities on College property in return for financial or material assistance to the College for their upkeep. This policy hopes to set out clear principles for ensuring clear and effective cooperation between the College and all who use its facilities.

PRINCIPLES

1. The Catholic/Christian ethos of the College places service to the school community, sharing of facilities, and fostering growth in members as primary values, taking precedence over financial gain, personal ambitions and self-interest.

2. The Trustees of the Christian Brothers own the land and have the right to ensure that it is used in ways appropriate to its general mission in the Church.

3. The Principal, for the time being, is the authorized representative of the Trustees and reports to them on a regular basis, seeking appropriate validation before agreeing to large-scale projects or improvements.

4. The College wishes to maintain strong and mutually beneficial links with the Old Paradian sports and cultural clubs in all appropriate ways and to be supportive of the local community in sharing its facilities as far as is practicable.

POLICY

Parade College offers its facilities for the use of the wider Parade community and the local community as far as is practicable and sustainable, and expects that the users of College facilities will respect the facilities and contribute on a fair and reasonable basis to their maintenance and development.

GUIDELINES

1. Given the complexity of the greater Parade community, clear and detailed communications among all parties are vital.

2. Old Paradian sports and cultural clubs must respect the differing and seasonal needs of each other and be adaptable in accommodating conflicting needs. The requirements of the College, will by necessity, take priority.

3. The College Facilities Manager is the usual agent of the Principal for making arrangements, bookings, and liaising between the clubs and external bodies.

4. The College may be judged in the wider community by the quality of its interactions and the reasonable sharing of its facilities with external groups. It is essential that all involved in the sharing process are accommodating of all prospective users, especially those with some other association of Parade College, such as feeder primary schools.

5. Users of the College facilities should be sensitive to the College’s Occupational Health and Safety obligations and its legitimate concerns for managing risk and security.

6. In setting charges, the Principal’s agent will take into account all appropriate elements of cost including wear and tear, insurance, power, heating, water, cleaning, damage, and effects on the
normal running of the school. Additional costs for college staff, if required out of hours, will also be a consideration.

IMPLEMENTATION

1. Clear and detailed minutes of all meetings of Old Paradian sports and cultural clubs are kept and circulated appropriately. A copy is sent to the President of the Old Paradians Association.

2. A Grounds Development Committee (GDC) shall be formed each year, consisting of a delegate from the Old Paradians Association executive, a delegate from each of the Old Paradian sports and cultural clubs, the College Facilities Manager, the Grounds Manager, as well as the Principal and Business Manager. This group shall meet at least four times yearly to discuss needs, plans and maintenance objectives and costs.

3. Proposed new or maintenance projects of significant value ($1000 or more) should be notified to the Chair of the GDC by letter, setting out the likely effects on the use and appearance of the property, the costs involved, and an agreed apportionment of costs to involved parties.

4. The Grounds Development Committee will agree on which projects are desirable and make a formal recommendation to the Principal for approval. In the case of large scale projects, the Principal will involve the College Board and Edmund Rice Education Australia (for the Trustees) as appropriate.

5. The College Facilities Manager will circulate to all associations the times and places (fixtures) of all ACC games immediately after they are settled. Associated sporting bodies will circulate fixtures to the Chair of the GDC and Facilities Manager as soon as they are agreed for a particular season.

6. The College grounds staff will normally carry out regular maintenance of the ovals under the general direction of the Grounds Manager. These tasks may include mowing, rolling, drainage, surrounds, and marking. Additional ground marking and other special requests must be directed via the Facilities Manager giving adequate consideration for other college priorities.

7. Wicket preparation and any other specially skilled work required takes place under the direction of the Grounds Manager. It is reasonable that the costs be shared by the associations who benefit from such work. Consultants will be hired only with the agreement of the Principal and the assurance that costs be so accommodated.

8. The Booking Officer for the Frank Mount Social Rooms will ensure that hirers are fully aware of and agree in writing to the established conditions of use, including access, parking, security, noise, rubbish, clean-up arrangements.

Approved by College Board October 1995, December 2001, August 2007, August 2010
Revised: November 2001, June 2007, July 2010