

**Richmond School District Policy Statement**  
**Buildings and Grounds Management**

**Policy #: 730**

The Board of Education has the responsibility of providing for the proper use, safeguarding, and maintenance of school buildings and grounds for the citizens of the District, who are the owners of such buildings and grounds.

Safety inspections are a principal and proactive means of determining possible causes of accidents before they occur.

Building custodians, as part of their regular daily work routine, are expected to observe for equipment failures, broken windows, unsafe conditions, acts of vandalism, etc., and report such to the Buildings and Grounds Director for repair or correction.

In addition, at least annually, a more thorough building inspection shall occur to identify potential or demonstrated hazards to safety. Inspections should not be limited to search for unsafe physical conditions, but should also include examination to detect unsafe practices and necessary maintenance work.

The annual buildings and grounds inspections shall be conducted by a team consisting of the Buildings and Grounds Director and District Administrator. The results of the inspection shall be reported to the Board of Education.

Hazardous conditions shall be corrected, compensating devices installed, or special arrangements made to provide for safe and healthful facilities.

Legal References:   Wisconsin Statutes   115.33  
  120.12(12)  
  120.44  
  121.02(1)(i)  
  PI 8.01(2)(i) Wisconsin Administrative Code

Approved:                   5/12/08