

3.3.4.2 Asset Management

Statement of Intent

Paraparaumu College plans for and provides assets to meet learning priorities and support the optimal operation of the school.

Board Expectations

The Board's expectations regarding the allocation and management of assets are that:

1. an asset purchase and replacement plan is developed, regularly reviewed and followed
2. assets are allocated in accordance with Board and management priorities
3. records are timely, accurate and complete
4. funding is allocated for the allocation and management of assets
5. assets are appropriately maintained and protected against threats such as theft and abuse

Supporting Documents

The Board expects that the following documents outlining management policies, procedures or practices are in the school. Where they have been developed by the school they will be regularly reviewed by management. These documents are available to the Board through the Principal:

- Asset purchase and replacement plan
- IT purchase and replacement plan
- Asset register

Delegations

The implementation of this policy is delegated to the Principal, Senior Management Team and other staff.

Approval Dates: 12 May 2015

Review Date (Annual): 30 August 2016

Signed by the Chairperson of the
Board of Trustees on behalf
of the Board of Trustees

