

Newton International Academy, Barwa City

Facilities Management Policy

An International Community of Learners, Striving for Excellence and Celebrating Success

Approved by: Senoir Management Team
Date Approved: September 2026
Next Review Date: September 2027
Review Cycle: Annual

NEWTON INTERNATIONAL ACADEMY | BARWA

Vision

An international community of learners striving for excellence and celebrating success.

Mission

We aim to provide the highest quality of education possible for students of all abilities. In doing so, we aim to positively encourage each student to achieve academic excellence, enjoy creative diversity, develop critical thinking skills, and become lifelong learners and responsible citizens. To achieve this, we will provide a diverse education in a safe, supportive environment that promotes self-discipline and motivation. We will provide and maintain a calm, trusting, and caring atmosphere where teaching and learning are meaningful and developed. We will work in partnership with our staff, students, parents, and the wider community to achieve our vision.

Aim

To ensure the effective management and maintenance of all facilities at Newton International Academy Barwa, promoting a safe, conducive, and sustainable learning environment for all students and staff.

Rationale

The Facilities Management Policy is designed to uphold the school's commitment to safety, operational efficiency, and environmental sustainability. By establishing clear protocols and responsibilities, we aim to enhance the overall educational experience and ensure compliance with relevant regulations, including those set forth by the Council of International Schools (CIS) and the Department for Education (DfE). This policy is vital for creating an environment that supports student learning and development while ensuring the well-being of all stakeholders.

Newton Group Values:



Responsibilities

The Newton Group Services department is responsible for maintaining the operational continuity of all Newton Group campuses. This includes:

- Routine and Preventive Maintenance: Ensuring that all infrastructure and systems are regularly checked and maintained to prevent issues that could disrupt the learning environment.
- Repairs and Oversight of Utility Networks: Managing the functionality of essential services such as water, electricity, and heating/cooling systems to ensure a comfortable environment for students and staff.
- Campus-Level IT Support: Providing technical support and logistics for IT operations, ensuring that all technological resources are functional and accessible for educational purposes.
- Engineering Operations: Overseeing engineering functions essential for daily campus operations, ensuring that all facilities are safe and operational.

These duties are carried out within the services department following established standards and protocols to ensure consistency and compliance across all branches. The department supports each campus within its remit and holds all documentation, maintenance protocols, IT records, and other support for internal preparation or audits.

NIA Barwa's Operational Procedures

1. **Routine Checks:**

- Staff and middle leaders conduct regular checks of classrooms and their areas, documenting findings in the risk assessment. This proactive approach helps identify potential issues before they escalate.
- The Head of Health & Safety and Head of Security perform comprehensive checks of the entire school, reporting any maintenance needs to ensure the safety and security of the campus.
- The Head of Security conducts daily safety checks to monitor the premises and ensure compliance with safety regulations.

2. Issue Reporting:

- Maintenance and IT issues are logged through a dedicated portal by staff, allowing for efficient tracking and resolution of problems.
- The Services department promptly dispatches maintenance or IT teams to address reported issues, ensuring minimal disruption to the learning environment.

3. Planning and Upgrades:

- Staff and the management team (MMT) plan upgrades or maintenance for their sections, which are then reviewed by the Senior Leadership Team (SLT) and School Management Team (SMT) to ensure alignment with the school's strategic goals.
- Final approvals are sought from the resources departments and the CEO for any new improvements or maintenance, ensuring that all projects are adequately funded and supported.

4. Ongoing Improvements:

- Continuous improvements are made to outdoor areas, indoor spaces, classrooms, sporting facilities, swimming pool, IT labs, Science labs, and Art and Design Technology (DT) rooms. These enhancements are carried out in compliance with health and safety regulations as per CLEAPS, ensuring a safe and effective learning environment.

5. Sustainability Commitment:

- The school is committed to sustainability and recycling initiatives, promoting environmental awareness among students and staff. This includes implementing energy-saving measures, reducing waste, and integrating sustainability into the curriculum.

Review

This policy will be reviewed annually to ensure its effectiveness and compliance with CIS and DfE standards. Any necessary updates will be made based on feedback from staff, students, and stakeholders. This review process will involve consultations with the Health & Safety Committee and other relevant parties to ensure that the policy remains relevant and effective in meeting the needs of the school community.