



# REVISED MANAGEMENT PLAN

FOR THE

ESTABLISHMENT OF ARRAHMAN COLLEGE

AS AN EDUCATIONAL INSTITUTION  
FROM K -12 *(INCLUDING OUTSIDE SCHOOL HOURS CARE  
SERVICES [OOSH])*

LOCATION:

## ARRAHMAN COLLEGE

95 – 105 Seventeenth Avenue, Austral

Lot 221 within DP651079

**October 5<sup>th</sup> 2017 Edition**

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# ACKNOWLEDGEMENTS

The following document has been compiled with reference to information and reports provided by the following consultants:

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## Introduction

This Management plan includes information that has been prepared by Smyth Planning on behalf of Al Mabarrat Benevolent Society. The Management plan seeks to define the proposed planned measures in ensuring that the proposed education establishment at 95-105 Seventeenth Avenue, Austral has little impact on the surrounding community. The report also seeks to define how the applicant seeks to manage the daily processes in relation to crowd control, student and staff safety as well as the general management practices as part of operating an educational establishment.

## The Site and Surrounds

The site is known as 95-105 Seventeenth Avenue, Austral being legally described as Lot 221 within DP651079 and has a total area of 17,515m<sup>2</sup>. The subject site is located on the northern side of Seventeenth Avenue and the western side of the property has a western frontage to the corner of Craik and Gurner Avenue (refer to **figure 1**). The subject site is irregular in shape with a curved boundary in the south west corner. The site experiences a gradual south west to north east fall of approximately 8.18 metres with the south west corner of the site having an RL of 77.45 and the north east of the site having an RL of 69.27.

The subject site presently contains two dwellings in the front half of the site - a single storey brick dwelling with attached garage in the south east corner and a two storey brick dwelling with two sheds and a swimming pool located on the south western side of the lot towards the corner of Craik and Gurner Avenue. The rear half of the site contains a cleared paddock. The site is relatively clear of trees with the exception of some gum trees along the western boundary and some palms to the rear of the two storey dwelling with some also bordering the driveway. A number of small trees and shrubs are also located around the single storey dwelling.

## Location Map

**Figure 1:** Aerial photo showing subject site and surrounding land.



## Proposed Development

It is proposed to undertake a staged development of a school providing for Kindergarten - Year 12 for approximately 800 students (*refer to figure 2*). The development involves the demolition of the existing buildings on the site and the construction of several separate buildings containing classrooms, a separate administration building, an assembly building, external play areas, car parking areas accessed from Seventeenth Avenue and associated landscaping. The school buildings have been sufficiently setback from the sites frontage to Seventeenth Avenue and the corner of Craik and Gurner Avenue. Separation has also been provided from the adjoining property boundaries to accommodate landscaping. The proposed development seeks approval for the following:

- Demolition of two (2) existing dwellings and associated outbuildings on the site.
- Removal of trees and shrubs located centrally on the site.
- Staged development of a school providing for kindergarten – Year 12 for up to 800 students to be achieved by 2029.
- Construction of an Administration building.
- Construction of two x 2 storey buildings associated with the primary school (Kindergarten – Y6) in the north west corner of the site and three x 2 storey buildings associated with the Secondary school in the south eastern corner of the site.



- Construction of a school assembly building
- Provision of 50 car parking spaces for staff and visitors
- Provision of a 12 bay pick-up/drop –off area
- Provision of a 3 on-street bus parking bays
- Provision of 22 on-street indented parking spaces
- Entry and egress to the car park from Seventeenth Avenue
- Provision for external play areas
- Before and after school services for up to 40 school aged children

KEY SITE STATISTICS			
Site	17,515m <sup>2</sup>	Staff & Student parking	35
Total	4,880 <sup>2</sup>	Visitor parking	15
FSR	0.52:1	Indented off street parking	22
Landsc area	32.9%	Pick up/ drop off	12
Max height	8m	Bus bays	3

## PROPOSED SITE PLAN

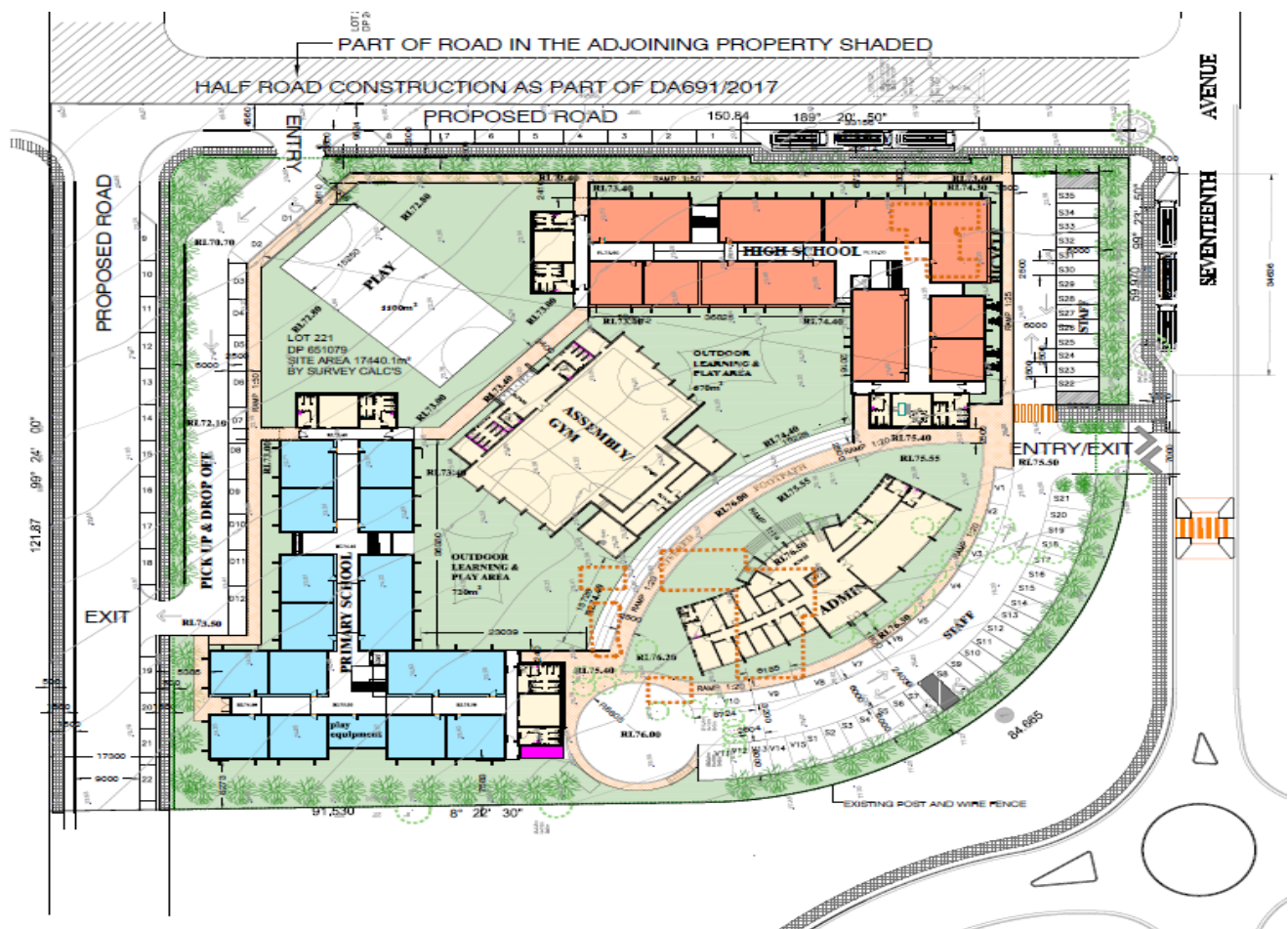


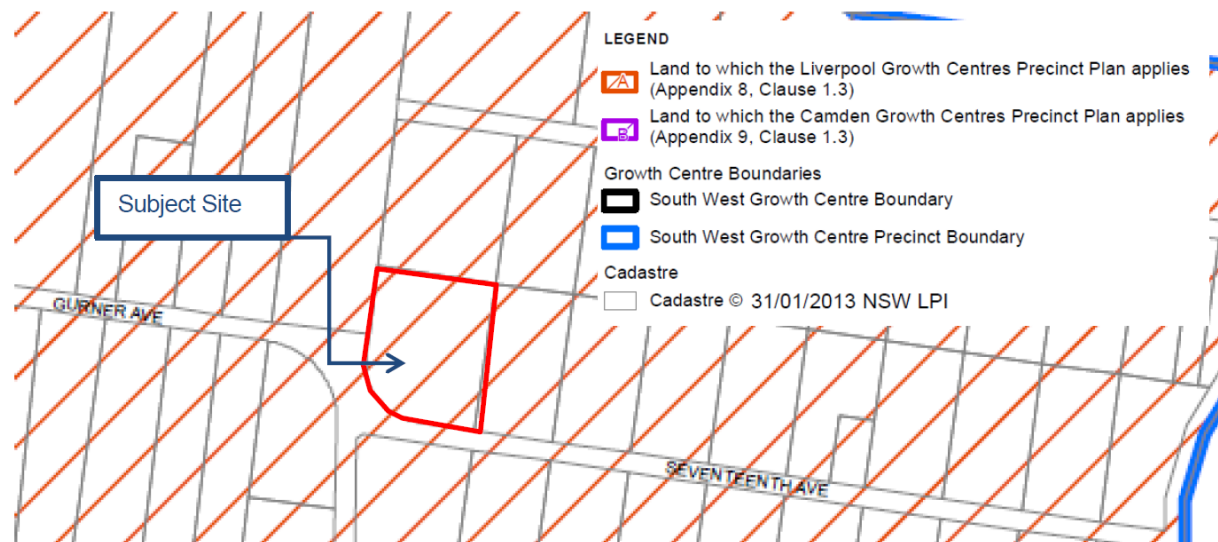
Figure 2 – Site Plan prepared by A. Chandrasekaran

## Planning Controls

### Planning Controls

The subject site has been identified for future urban development as part of the South West Growth Sector. The site forms a part of the Austral and Leppington North Precinct urban release area (*refer to figure 3*). The Austral and Leppington North Precincts is approximately 2,025 hectares and is bounded by Western Sydney parklands to the north and east, Kemps Creek to the West and Leppington to the South.

**Figure 3:** State Environmental Planning Policy (Sydney Region Growth Centres) 2006 – South West Growth Centre Land Application Map Sheet LEP\_012.



### Consent Authority

The proposed development constitutes "Regional Development" requiring referral to a Joint Regional Planning Panel (JRPP) for determination, as the proposed school (Educational Establishment) will have a Capital Investment Value of more than \$5 million. Schedule 4A of the Environmental Planning and Assessment Act 1979 identifies that private infrastructure and community facilities over \$5 million is to be determined by the JRPP. As such, while Council is responsible for the assessment of the DA, determination of the Application will be made by the Sydney West Joint Regional Planning Panel.

### Planning Controls

The proposed DA will have to be prepared in accordance with State Environment Planning Policy (Sydney Region Growth Centres) 2006 (Appendix 8 Liverpool Growth Centres Precinct Plan) also known as the "*Liverpool Growth centres Precinct plan 2013*" which applies to land within the Austral Precinct. The Liverpool Local Environmental Plan 2008 and the Liverpool Development Control Plan 2008 do not apply to land that a Precinct Plan applies, unless specifically referred to in in the Growth centres SEPP.

### Zoning

The site is currently zoned R2 Low Density Residential pursuant to the Liverpool Growth Centres Precinct Plan within State Environmental Planning Policy (Sydney Region Growth Centres) 2006. The R2 zone permits the use of the land for the purpose of education facilities which include a school (subject to development consent).

## Height

The site has a maximum building height control of 9m pursuant to the Liverpool Growth Centres Precinct Plan. The proposed maximum building height is 8m.

## Liverpool Growth centre Precincts Development Control Plan

The provisions of the Liverpool Growth Centre Precinct Development Control Plan 2013) ( DCP), in particular *Schedule 1 Austral & Leppington North Precincts* apply to the land. Clause 4.4.4 – *Educational Establishments and Places of Worship* of the DCP specifies the objectives and controls that apply to educational establishment developments. The following table provides a brief summary of the proposal against the relevant controls from within the DCP.

Compliance Table – Assessment against the Clause 4.4.4 of the DCP Educational Establishments and Places of Worship		
Control	Comment	Complies
2. Places of public worship and educational establishments are preferably to be located on land with frontage to a collector road. Corner sites are preferred.	The subject site is a corner site and has a frontage to Seventeenth Avenue and a western frontage to the corner of Craik and Gurner Avenue. The Austral & Leppington North Precincts Indicative Layout Plan illustrates that Gurner and Craik avenue will become a major road and propose a local road along the eastern and western boundaries of the site which is consistent with the DCP control (refer to <b>figure 4</b> ).	Yes
4. A traffic and transport report/statement is to accompany the Development Application addressing the impact of the proposed development on the local road system and defining car parking requirements.	The provision of car spaces, car park layout and location of car park entry and egress has been reviewed by a traffic engineer and is considered to be satisfactory for the proposed development. A detailed traffic and parking study will be prepared in support of the DA.	Yes
5. A landscape plan and associated documentation is to be submitted with the Development Application identifying existing vegetation and community plant species and/or existing design elements of the site layout, and the proposed landscaping treatment of the development.	The preliminary site plan illustrates extensive areas of the site that will be able to accommodate landscaping. A detailed landscape plan will be provided with the DA which will incorporate plant and trees species that are native to the area. An arboricultural report will also be prepared to identify the existing vegetation and trees on the site.	Yes



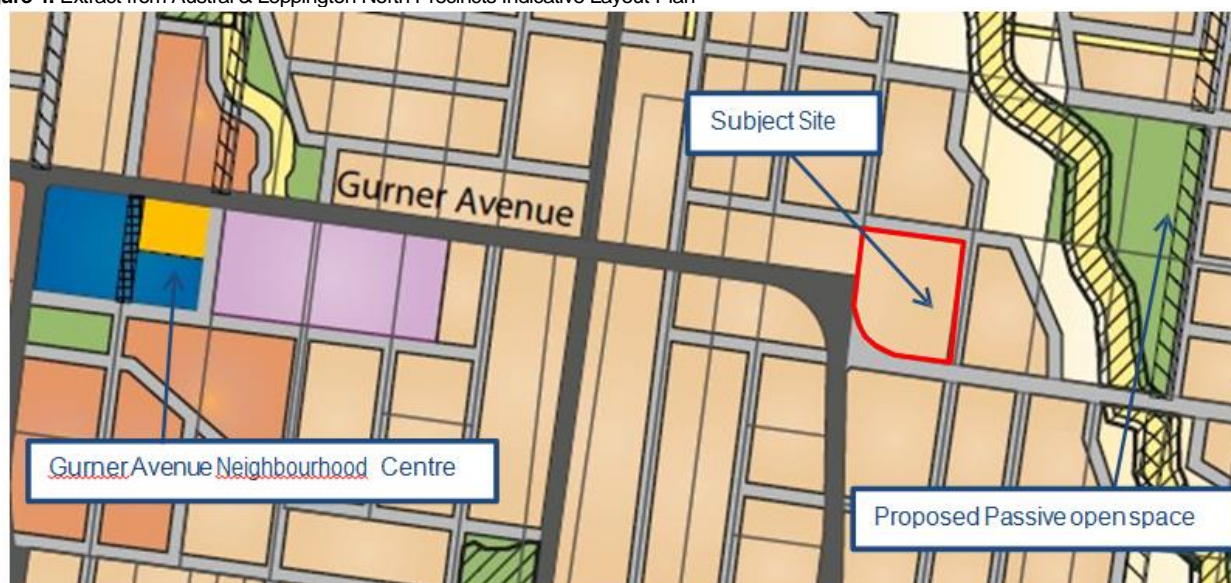
6. Car parking spaces shall be provided on site in accordance with Table 4-11 unless the applicant can demonstrate to the satisfaction of Council that lower rates of parking are reasonable for the particular development.	The proposed development exceeds the required number of parking spaces specified in table 4-11 of the DCP. Following the completion of a detailed traffic report, the pick-up/ drop off area will be amended to accommodate the forecast demand.	Yes
8. Development must be designed to minimise the possibility of noise impacts to the occupants of adjoining or neighbouring dwellings.	The proposed development has been designed to minimise acoustic impacts on the adjoining properties and all buildings have been setback from the boundaries to ensure that there is sufficient space for vegetative screening. The Austral & Leppington North Precincts Indicative Layout Plan (refer to figure 4) illustrates a local road along the eastern and western boundaries of the site which would result in the site having street frontages.	Yes
13. The general hours of operation for places of public worship and educational establishments are between 7am and 9pm.	It is proposed that the hours of operation for the school will be between 7am and 9pm.	Yes

Summary Table compiled by Mr. Toby James- Smyth Planning

### Austral & Leppington North Precincts Indicative Layout Plan

The subject site is located approximately 600m east of the proposed Gurner Avenue Neighbourhood Centre which will contain a mix of retail and local commercial land uses and is located approximately 200m west of the proposed passive open space as illustrated in **figure 4**. Both the Neighbourhood Centre and the passive open space will provide valuable amenities and facilities that are within walking distance of the school.

**Figure 4:** Extract from Austral & Leppington North Precincts Indicative Layout Plan



## **THE PROPOSAL**

### **Description of Proposal**

The proposed Development Application consists of the following:

1. To establish a school with a maximum student capacity of (800) students;
2. Use of proposed new school buildings and amenities as a teaching facility to accommodate all of the proposed 800 students;
3. Use of educational establishment for teaching on:

Monday to Friday 7am to 9pm  
Saturdays 7am to 9pm  
Sundays 9am to 9pm

4. On occasion use of multi-purpose hall and auditorium for community and school purposes held after prescribed school hours during the week, including weekends, from 6pm – 9pm Monday to Friday, 7am to 10pm Saturdays and 9am to 10pm Sundays.

### **Number of Staff**

The estimated number of staff is 35, including all teaching and support staff. The school will pursue additional staff if required once the school has reached maximum capacity. Additional parking spaces have been provided in the event the school required additional staff at maximum capacity.

### **Pedestrian Access**

Pedestrian access and thoroughfare areas are provided throughout the site. A thorough assessment of pedestrian access has been undertaken in compliance with the *Liverpool Development Control Plan 2008*.

### **Vehicular Access and Car Parking**

The front of the site has been dedicated as a school drop-off zone as indicated in the development plans which allows for vehicular access for the visitors and staff. A thorough assessment of the vehicular access and car parking has been undertaken in the accompanying Traffic Management Report prepared by Mr. Abdun Noor and Liverpool Development Control Plan 2008.

### **Security**

The proposed school will have 2 full-time security guards that will work on an alternating basis. The school will also adopt additional casual security guards to assist the school during peak times of student attendance and overall movement. The school will also have fully operational 24 hour surveillance that will be used to ensure the safety of the students, staff and local community.

## **Proposed bus Services**

The proposed school will ensure that a highly effective, safe and reliable bus transportation service is available for our future students.

The school will contract the otobus company to service student's in the Liverpool, Bankstown and Fairfield City council regions.

The Al Mabarat Benevolent Society will also provide students with a private bus network that can collect students from the following possible pick up locations. It will be the responsibility of parents/ carers to wait with their child until their child has been safely picked up by one of our qualified drivers.

**Possible safe bus stop pick-up locations can include but not limited to:**

- 1. Arrahman Mosque Kingsgrove**  
**Address:** 20 Garema Circuit, Kingsgrove NSW 2208 (Front of Mosque)
- 2. Al Mabarat Office Arncliffe**  
**Address:** 105 Wollongong Rd Arncliffe, 2205 (Bus Stop)
- 3. Banksia Station Bus Interchange**  
**Address:** Banksia Station, Railway St (Bus Interchange)
- 4. Rockdale Station Bus Interchange**  
**Address:** Rockdale Station, Railway St (Bus Interchange)

## **Additional information:**

- All drivers are to undergo criminal checks as well as hold a clear driving record. All drivers are to also obtain working with children checks prior to seeking employment.
- All students and staff will be expected to follow general duty of care practices as well as the schools strict 'transportation policy'.
- No staff members will be permitted to transport any students in private transportation under any circumstances.
- All bus services will be expected to operate before school between the hours of 7am to 9am
- All bus services will be expected to operate afterschool between 2.30pm and 4pm
- A door to door pick up service may be available in the event of high demand.

## SAMPLE HIGH SCHOOL TIMETABLE:

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
MORNING CLASS	7.30AM – 8.25AM EXTENSION CLASS	7.30AM – 8.25AM EXTENSION CLASS	7.30AM – 8.25AM EXTENSION CLASS	7.30AM – 8.25AM EXTENSION CLASS	7.30AM – 8.25AM EXTENSION CLASS	7.30AM – 8.25AM EXTENSION CLASS
PERIOD 1	8.30AM -9.30AM Period 1	8.30AM -9.30AM Period 1	8.30AM -9.30AM Period 1	8.30AM -9.30AM Period 1	8.30AM -9.30AM Period 1	8.30AM -9.30AM Period 1
PERIOD 2	9.30AM –10.30AM Period 2	9.30AM –10.30AM Period 2	9.30AM –10.30AM Period 2	9.30AM –10.30AM Period 2	9.30AM –10.30AM Period 2	9.30AM –10.30AM Period 2
RECESS	10.30AM – 10.45AM	10.30AM – 10.45AM	10.30AM – 10.45AM	10.30AM – 10.45AM	10.30AM – 10.45AM	10.30AM – 10.45AM
PERIOD 3	10.45AM – 11.45AM Period 3	10.45AM – 11.45AM Period 3	10.45AM – 11.45AM Period 3	10.45AM – 11.45AM Period 3	10.45AM – 11.45AM Period 3	10.45AM – 11.45AM Period 3
PERIOD 4	11.45AM – 12.45PM Period 4	11.45AM – 12.45PM Period 4	11.45AM – 12.45PM Period 4	11.45AM – 12.45PM Period 4	11.45AM – 12.45PM Period 4	11.45AM – 12.45PM Period 4
LUNCH	12.45PM – 1.30PM	12.45PM – 1.30PM	12.45PM – 1.30PM	12.45PM – 1.30PM	12.45PM – 1.30PM	12.45PM – 1.30PM
PERIOD 5	1.30PM – 2.30PM Period 5	1.30PM – 2.30PM Period 5	1.30PM – 2.30PM Period 5	1.30PM – 2.30PM Period 5	1.30PM – 2.30PM Period 5	1.30PM – 2.30PM Period 5
PERIOD 6	2.30PM – 3.30PM Period 6	2.30PM – 3.30PM Period 6	2.30PM – 3.30PM Period 6	2.30PM – 3.30PM Period 6	2.30PM – 3.30PM Period 6	2.30PM – 3.30PM Period 6
AFTERSCHOOL CLASS	3.35pm – 4.30PM EXTENSION CLASS	3.35pm – 4.30PM EXTENSION CLASS	3.35pm – 4.30PM EXTENSION CLASS	3.35pm – 4.30PM EXTENSION CLASS	3.35pm – 4.30PM EXTENSION CLASS	3.35pm – 4.30PM EXTENSION CLASS

## SAMPLE PRIMARY SCHOOL TIMETABLE:

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
MORNING ASSEMBLY	8.40AM– 8.50AM MORNING ASSEMBLY	8.40AM– 8.50AM MORNING ASSEMBLY	8.40AM– 8.50AM MORNING ASSEMBLY	8.40AM– 8.50AM MORNING ASSEMBLY	8.40AM– 8.50AM MORNING ASSEMBLY
SESSION 1	8.50AM –10.10AM SESSION 1	8.50AM –10.10AM SESSION 1	8.50AM –10.10AM SESSION 1	8.50AM –10.10AM SESSION 1	8.50AM –10.10AM SESSION 1
RECESS	10.10AM – 10.30AM RECESS	10.10AM – 10.30AM RECESS	10.10AM – 10.30AM RECESS	10.10AM – 10.30AM RECESS	10.10AM – 10.30AM RECESS
SESSION 2	10.30 AM – 12.00PM SESSION 2	10.30 AM – 12.00PM SESSION 2	10.30 AM – 12.00PM SESSION 2	10.30 AM – 12.00PM SESSION 2	10.30 AM – 12.00PM SESSION 2
LUNCH	12.00PM – 12.45PM LUNCH TIME	12.00PM – 12.45PM LUNCH TIME	12.00PM – 12.45PM LUNCH TIME	12.00PM – 12.45PM LUNCH TIME	12.00PM – 12.45PM LUNCH TIME
SESSION 3	12.45PM – 3.00PM SESSION 3	12.45PM – 3.00PM SESSION 3	12.45PM – 3.00PM SESSION 3	12.45PM – 3.00PM SESSION 3	12.45PM – 3.00PM SESSION 3

### **Primary School Class Composition:**

#### **Primary School Requirements:**

- Kindergarten x 2 Classes (*Includes 1x Accelerated Class*)
- Year 1 x 2 Classes (*Includes 1x Accelerated Class*)
- Year 2 x 2 Classes (*Includes 1x Accelerated Class*)
- Year 3 x 2 Classes (*Includes 1x Accelerated Class*)
- Year 4 x 2 Classes (*Includes 1x Accelerated Class*)
- Year 5 x 2 Classes (*Includes 1x Accelerated Class*)
- Year 6 x 2 Classes (*Includes 1x Accelerated Class*)

**Class total: 14 Classes *excluding specialty classes*\***

*\*Approx. 30 students per class.*

**Approx. 420 Total Primary Students**

### **Secondary School Class Composition:**

#### **Secondary School Requirements:**

- Year 7 x 2 Classes (*Includes 1x Accelerated Class*)
- Year 8 x 2 Classes (*Includes 1x Accelerated Class*)
- Year 9 x 2 Classes (*Includes 1x Accelerated Class*)
- Year 10 x 2 Classes (*Includes 1x Accelerated Class*)
- Year 11 x 3 Classes (*Includes 1x Accelerated Class*)
- Year 12 x 3 Classes (*Includes 1x Accelerated Class*)

**Class total: 14 Classes *excluding specialty classes*\***

*\*Approx. 30 students per class.*

**Approx. 360 Total Secondary Students**



## Proposed School Facilities

ARRAHMAN PRIMARY COLLEGE SECTION			
Total Classrooms	Curriculum Support	School Operations	Administration
14 Home Classes	2 Support Classes	Large School Storage Area	Admin Office Main
	2 Language Classes	K-3 Library	4 Support Offices
	2 Computer Labs	School Canteen ( <i>Shared</i> )	Staff Common Office
	2 x Science Labs	School Hall ( <i>Shared</i> )	Accounts Office
	1 X Arts Laboratory	Playgrounds with Gymnasiums	First Aid Room
	1 x Music Laboratory	Cleaners Room/ Storage	Conference Room
		Restrooms	Photo copy room
		Textbook/ School Resources Storage room	Lobby Room (School Achievements)
			Staff Restrooms/ Staff Wudu Rooms
ARRAHMAN SECONDARY COLLEGE SECTION			
Total Classrooms	Curriculum Support	School Operations	Administration
14 Home Classes	1 Multipurpose Room	Large Storage Area	Admin/ MAIN Office
2 Support Classes	1 Music Lab	School Library ( <i>Private Study Area</i> )	5 Management Support Offices
	3 Computer Labs	School Canteen ( <i>Shared</i> )	8 x staff Common Office
	1 Visual Arts Lab	Large Main School Hall/ Auditorium ( <i>with Kitchen and separate storage</i> )	Main Accounts Office
	1 Food Lab	School Common Sports Field ( <i>Shared with Primary</i> )	First Aid Room
	2 Industrial Tech Labs	Playgrounds with Gymnasiums	MAIN SCHOOL Large Conference Room
	1 School Gym		Photocopy room
	Drama/Theatre Room	Uniform Shop	Security Control Room
	4 Science Education Rooms	Textbook/ School Resources Storage room	Computer Server Room
		Cleaners Room/ Storage	Staff Restrooms/ Staff wudu rooms
		Restrooms/ Students wudu rooms	Staff Kitchen
		Student Locker Rooms/ Corridors	BOARD MEETING ROOM

## MANAGEMENT OF STUDENT MOVEMENT:

STRATEGY TO ADDRESS	MEANS OF ACHIEVEMENT	RESPONSIBILITY	PERFORMANCE MEASURE
<b>Students movement before school</b>	<ul style="list-style-type: none"> <li>- Implement policies that will ensure the efficient and safe movement of students around the school.</li> <li>- Implement limited access areas to ensure the overall safety of the students and local community.</li> </ul>	<ul style="list-style-type: none"> <li>- School Teaching Staff</li> <li>- Support Staff</li> <li>- School Security</li> <li>- School Crossing Supervisor</li> </ul>	<ul style="list-style-type: none"> <li>- Adopted school policies</li> <li>- Minimal disruption to local community.</li> <li>- Easy flow traffic</li> <li>- Statutory compliance</li> </ul>
<b>Student movement during recess and lunch breaks</b>	<ul style="list-style-type: none"> <li>- Restrict access close to school boundaries.</li> <li>- Allocate staff to playground duty in all sections of the school.</li> <li>- Allocate age based play areas to limit noise disruption and ensure the safety of the students.</li> </ul>	<ul style="list-style-type: none"> <li>- School Teaching Staff</li> <li>- Support Staff</li> <li>- School Security</li> </ul>	<ul style="list-style-type: none"> <li>- Adopted school policies</li> <li>- No disruption to local community.</li> </ul>
<b>Student movement afterschool.</b>	<ul style="list-style-type: none"> <li>- Implement policies that will ensure the efficient and safe movement of students around the school.</li> <li>- Implement limited access areas to ensure the overall safety of the students and local community.</li> </ul>	<ul style="list-style-type: none"> <li>- School Teaching Staff</li> <li>- Support Staff</li> <li>- School Security</li> <li>- School Crossing Supervisor</li> </ul>	<ul style="list-style-type: none"> <li>- Adopted school policies</li> <li>- No disruption to local community.</li> <li>- Statutory compliance.</li> </ul>
<b>Student movement during weekend classes.</b>	<ul style="list-style-type: none"> <li>- Implement policies that will ensure the efficient and safe movement of students around the school.</li> <li>- Implement limited access areas to ensure the overall safety of the students and local community.</li> <li>- Staff to liaison with Management regarding student movement and performance.</li> </ul>	<ul style="list-style-type: none"> <li>- School Teaching Staff</li> <li>- Support Staff</li> <li>- School Security</li> </ul>	<ul style="list-style-type: none"> <li>- Adopted school policies</li> <li>- No disruption to local community.</li> <li>- Student performance evaluation.</li> </ul>
<b>Student movement during special events and extra-curricular activities.</b>	<ul style="list-style-type: none"> <li>- Implement policies that will ensure the efficient and safe movement of students around the school.</li> <li>- Implement limited access areas to ensure the overall safety of the students and local community.</li> <li>- Staff to liaise with Management regarding student movement and performance</li> </ul>	<ul style="list-style-type: none"> <li>- School Teaching Staff</li> <li>- Support Staff</li> <li>- Parent/ Carer Volunteers</li> </ul>	<ul style="list-style-type: none"> <li>- Adopted school policies</li> <li>- Excursion Safety Assessment</li> <li>- Student Performance evaluation.</li> </ul>

### **Use of School for Education related uses outside of typical school hours:**

The education establishment and associated offices request to operate from 7.00am to 9.00pm Monday to Friday.

The application also seeks to permit the operation of the educational establishment on Saturdays between the hours of 7am to 9pm and on Sundays between 9am to 9pm for additional teaching and extra curricula activities. The proposed hours are considered reasonable for operating within the residential area and are similar to other non-residential uses within the surrounding area. The hours of operation will also note the school as having occasional education based meetings such as Parent and Teacher nights, P&C meetings, Presentation Ceremonies and other related educational events.

These additional hours of operation provide the school with opportunities to explore extra curricula activities in order to enhance the overall learning experiences of our students. The proposed school will also serve as an establishment that can be utilised by the local and regional community for the betterment of the younger local population.

### **Examples of extra curricula activities outside school hours may include:**

- Outside school hours sporting
- Additional recreational arts activities such as dancing and music classes
- NAPLAN preparation
- STEM & STEAM programs for students
- Extra curricula language studies classes
- General social outings and gatherings for students
- Academic Competitions e.g. debating, spelling and math leagues
- Volunteering and Activism e.g. clubs devoted to specific causes / issues

### **Use of multi-purpose hall and auditorium for community purposes:**

The proposed school will allow the subleasing of the school auditorium, school field and Library for religious, cultural and general festivals. All events will comply with the Liverpool Development Control Plan 2008 and will not be used outside of the approved school operation times. All bookings will be privately administered by the school management team.

On occasion, the school will sublease the use of multi-purpose hall and auditorium to the community outside prescribed school hours. These hours include 6pm – 9pm Monday to Friday, 7am to 10pm Saturdays and 9am to 10pm Sundays. When these events are scheduled, letter box drops will be provided to all properties within 250m radius of the school 2 weeks prior to the event advising of any event where an increase in demand of offsite parking is expected. All significant events will also be published on the school's website/ online calendar.

Bookings of the school auditorium and library will only be made available to the local public when not in use by the school. Once the school is in operation, a termly timetable will be compiled detailing the availability of facility bookings to the general public. **All school related events will be given priority and this clause will be included in any external sublease agreements.**

**There will be no school or community operations between the hours of 10pm and 7am daily.**

**Note:** Actual activities/ events held at the school will be strongly dependent on the overall specific interests of the actual students enrolled. All extra-curricular activities and community events/ bookings will be limited to a specific number of enrolments/participants in order to comply with local council regulations as well as the proposed schools traffic and acoustics recommendations.

### **Examples of school facilities community use:**

The subleasing of the school auditorium, school sports field and library may be used for the following:

1. Community Language classes outside of regular school times  
**Proposed time: 4pm to 5.30pm weekdays and 9am to 12pm on Saturdays.**
2. Community Scouts program to operate during all school holidays  
**Proposed time: 9am to 5.30pm weekdays and 9am to 3pm on Saturdays.**
3. Community Sport programs outside of regular school times  
**Proposed time: 4pm to 5.30pm weekdays and 9am to 3pm on Saturdays**
4. General Community Events – [*School Auditorium only*] (Birthdays, Cultural Celebrations, Religious Celebrations E.g. Baptisms etc.)  
**Proposed time: 6pm – 9pm Mon to Fri, 7am to 10pm Sat and 9am to 10pm Sun.**
5. Annual Cultural and Religious Festivities\* E.g. Fun Carnivals  
**Proposed time: 6pm – 9pm Mon to Fri, 7am to 9pm Sat and 9am to 9pm Su**
6. General Fund raising events e.g. Gala Dinners  
**Proposed time: 6pm – 9pm Mon to Fri, 7am to 10pm Sat and 9am to 10pm Sun.**
7. Cultural and Religious Community Lectures\*  
**Proposed time: 6pm – 9pm Mon to Fri, 7am to 10pm Sat and 9am to 10pm Sun.**

**\*The school will not function as a ‘place of worship’.**

## **ADDITIONAL USES AND SERVICES OF THE ESTABLISHMENT**

### Leases, Licenses and other estates

This Plan of Management authorises the local community to enter into subleases or licenses for all or parts of the property. All subleases and licenses will be managed to comply with all relevant statutory requirements such as the Residential Tenancies Act 1987, Retail leases Act 1993, OH&S Act 1983. All subleases, licenses and other estates granted will be granted in accordance with the Local Government Act 1993. All rental income to the school will be reflected in the school annual financial statement and will adhere to strict financial management regulations.

Al Mabarat Benevolent Society and Arrahman College will collectively ensure that all sublease/ activity records are accurate, maintained and up to date. The proposed establishment will also permit Liverpool council to obtain the schools records of subleasing on request. With exception to the school canteen, subleasing of school facilities will only occur outside of standard school hours of operations.

### **Before and after school Care**

ARRAHMAN will offer a Before and After School/ OOSH Service. This service will utilise the schools resources outside of school hours. The service will require the school hall, access to a kitchen, multimedia room as well as a safe environment supporting child play; as defined by the Department of Education and Training. The service should cater for up to 40 school aged children at any given time.

### **Service Requirements:**

- School Auditorium
  - Access to Kitchen Facilities including Food Storage facilities
  - Access to Multimedia Room/ Facilities
  - Access to Private Service Storage (*Separate from the college storage facilities*)
  - Safe enclosed play area
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- Before and After School Care: 7am – 9.00am and 2.30pm – 6pm
  - Vacation Care: 7:30am – 6pm

### **School Promotions:**

The school will be promoted using a variety of promotional marketing strategies. Promotional signs may be installed onsite to inform the local community of current updates and further information for student enrolments. The promotion committee may also advertise the school through the use of social media as well as local community advertisement links. The function of the school promotions committee will be heavily focused on building public relations as well as providing the community with additional information, fundraising campaigns, handling complaints and local community concerns.

All school promotional campaigns, including charitable collections and fundraising campaigns will adhere to the Liverpool city council's "Charitable Collections On Council Controlled Lands Policy 2016".

### **Maintenance**

This management plan also notes that all facilities within the school establishment should be regularly maintained, in accordance with appropriate ground keeping council regulations. All school buildings will be maintained to the Building Code of Australia and other relevant statutory standards dependent upon the level of resources and priority accorded by Liverpool Council.

### **Consultation**

This management plan also notes that regular liaison between Liverpool Council and the local community will be administered on all matters relevant to the schools buildings and general usage. Where possible, a cooperative approach should be taken on such matters. In addition, regular consultation should also take place between the caretaker and hirers of the school facilities.

The action priorities and performance measures are shown in the table below. While the Al Mabarrat Benevolent Society believes the policy will remain relevant for 5 years, the priorities and performance checks will be updated annually by Contracted Engineers and relevant Property Services.



## **Priorities and Performance Measures**

**Objective:** To retain and enhance the structure of the proposed school establishment as well as ensuring the little impact of school operations on the local community.

<b>STRATEGY TO ADDRESS</b>	<b>MEANS OF ACHIEVEMENT</b>	<b>RESPONSIBILITY</b>	<b>PERFORMANCE MEASURE</b>
<b>Provide a program of continuous care and maintenance</b>	<ul style="list-style-type: none"><li>- Undertake regular assessment of school buildings</li><li>- Implement short-term and long-term maintenance programs appropriate to the needs of property users and the preservation and/or commercial use of the asset</li><li>- Allocate maintenance funds in accordance with priorities.</li></ul>	<ul style="list-style-type: none"><li>- School contracted engineers</li><li>- School Workplace Safety Committee</li><li>- School Management</li></ul>	<ul style="list-style-type: none"><li>- Respond to routine maintenance enquiries within 2 working days.</li><li>- Statutory compliance</li></ul>
<b>Preserving the physical material and retarding deterioration of the land</b>	<ul style="list-style-type: none"><li>- Undertake regular rectification works.</li><li>- Employ a school caretaker to ensure the overall cleanliness and general maintenance of the school.</li><li>- Review maintenance contracts on a regular basis.</li></ul>	<ul style="list-style-type: none"><li>- School Management.</li><li>- School Caretaker</li><li>- Maintenance contractors.</li></ul>	<ul style="list-style-type: none"><li>- Works completed on time and within budget.</li><li>- Little deterioration of the school buildings and facilities.</li></ul>
<b>Returning the existing physical material of the land to the known earlier state</b>	<ul style="list-style-type: none"><li>- Ongoing landscaping of the school grounds.</li><li>- Painting of exterior completed on a regular 5 year basis.</li><li>- Performing annual paint work to the interior of the school on a regular 2 year basis.</li></ul>	<ul style="list-style-type: none"><li>- School Management.</li><li>- School Caretaker</li><li>- Maintenance contractors.</li></ul>	<ul style="list-style-type: none"><li>- Design and works completed</li><li>- Painting completed</li></ul>

<b>Encourage compatible contemporary use as a multipurpose community and cultural centre</b>	<ul style="list-style-type: none"> <li>- Leases and licenses reviewed prior to due date.</li> <li>- Tender /Expressions of Interest for the school canteen.</li> <li>- Coordinate and promote use of the school facilities available for external lease.</li> <li>- Provide liaison and support to tenants.</li> </ul>	<ul style="list-style-type: none"> <li>- School Accountant.</li> <li>- School Management</li> <li>- School Caretaker.</li> </ul>	<ul style="list-style-type: none"> <li>- Rents reviewed annually and received on time and leasing obligations achieved.</li> <li>- Space tenanted</li> <li>- Usage/vacancy rates</li> <li>- Steering Group/Working Party established and functioning</li> </ul>
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