ليـــوا للتعليم
Liwa Education

Buildings and Facilities Policy

Policy Document

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Reviewed by	Director of Schools
	Deputy CEO
Approved by	CEO

A. Rationale

This policy ensures that all buildings and facilities at Liwa Education schools and nurseries meet the safety, health, and environmental standards set by ADEK and other relevant authorities. It promotes a safe, sustainable, and inclusive educational environment conducive to learning and growth.

B. Purpose

The purpose of this policy is to outline the requirements for the construction, maintenance, and use of school buildings and facilities, ensuring they are compliant with ADEK standards, including land designation, design standards, safety provisions, and accessibility.

C. Policy

1. Land and Facility Designation

1.1 All facilities will operate on ADEK-approved educational land, as designated by the Department of Municipalities and Transport (DMT). Schools will not operate in spaces intended for residential or commercial use.

2. Temporary and Long-Term Leasing

2.1 ADEK approval is required for leasing facilities on a temporary basis. Facilities operating under a temporary lease will adhere to all ADEK safety, maintenance, and educational requirements.

3. Compliance Standards

3.1 All facilities must adhere to ADEK's Private Schools' Design Guidelines, Abu Dhabi Capital Development Code, and Estidama Pearl sustainability standards.

3.2 ADEK approval will be obtained prior to any expansion, renovation, or temporary use of facilities.

4. Building and Design Standards

4.1 Buildings will comply with the Abu Dhabi Capital Development Code, ADEK Private School Design Manual, and Estidama Pearl 1 sustainability requirements.

4.2 Classrooms, sanitary facilities, science labs, and outdoor spaces will meet the specifications for safety, ventilation, and structural design as per ADEK standards. KG classrooms will be on the ground floor.

5. Compulsory Facilities

5.1 The school will provide necessary facilities, including classrooms, clinics, designated student drop-off points, accessible outdoor spaces, and gender-segregated prayer rooms. Spaces for students with additional learning needs will be adapted to ensure accessibility.

5.2 Sanitary facilities will meet ratios as per ADEK guidelines, with age-appropriate fixtures and separate facilities for staff and students.

6. Outdoor and Security Features

6.1 Outdoor areas will include shaded zones, proper drainage, and injury-prevention measures.

6.2 All external doors and gates will be equipped with lockdown capabilities, and CCTV systems will comply with MCC standards.

7. Safety Provisions and Fire Safety

7.1 Schools will equip all buildings with fire prevention and protection systems maintained by Civil Defence Authority (CDA) - approved contractors. Emergency certifications, including the Hassantuk Certificate, will be kept up to date.

8. Accessibility and Inclusion

8.1 The school will make reasonable accommodations to ensure that all students, including those with additional learning needs, have access to the entire campus. This includes the use of ramps, lifts, and ADA-compliant facilities.

9. Use of Facilities by External Parties

9.1 Any use of non-classroom spaces (e.g., auditoriums, outdoor areas) by external parties must be approved by ADEK. External activities must not conflict with school hours or compromise student safety.

9.2 Post-use inspections and cleaning will be required to ensure safety and readiness for student use.

10. Facility Maintenance and Inspection

10.1 A periodic maintenance plan will be implemented, and ADEK or ADEK-appointed bodies will conduct inspections to ensure continued compliance. Records of all inspections and repairs will be maintained.

11. Insurance and Liability

11.1 All buildings and facilities will be insured against damage and liability, ensuring coverage for all users and protection from structural risks.

12. UAE National Symbols

12.1 UAE leaders' photographs and flags will be displayed prominently as per ADEK guidelines.

13. Compliance and Penalties

13.1 Non-compliance with this policy will lead to corrective actions as specified by ADEK's guidelines. Schools found in violation may be subject to penalties or intervention as mandated by ADEK.

14. Roles and Responsibilities

14.1 Facilities Management Department: Ensures that facilities meet ADEK standards, conducts regular inspections, and oversees repairs.

14.2 Principal: Ensures all school operations align with facility standards and ADEK requirements.

14.3 ADEK Compliance Officer: Conducts inspections and enforces compliance with ADEK regulations.

Policy Owner Department

Education Department

Key Stakeholders		
Policy Owner:	Tariq Mohammad	Director of Facilities
Reviewed by:	Margaret Haynes	Director of Schools
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Approved by:	Dr. Shereen Gobran	Chief Executive Officer