


Management of physical resources

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Introduction

- ▶ 'Physical Infrastructure' stands for the physical facilities of the school. It is referred to buildings, grounds, furniture and apparatus along with equipments essential for imparting education.
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Needs

- ▶ Management of resources by the School Head requires considerable skills. Resources have to be looked after properly
- ▶ By managing the school resources more effectively the Head will achieve easier access, achieve the curriculum objectives and higher goals of good administration.
- ▶ In order to accomplish greater satisfaction amongst pupils and staff, the School Head must plan, anticipate, consult, supervise and act in a timely manner to ensure that all the required physical resources are identified, developed and fully used in a responsible manner.


Principles of Management of Physical Resources

- ▶ All possible resources should be identified and used appropriately.
 - ▶ There should be the maximum use of all available resources
 - ▶ Local resources should be sought and manufactured wherever possible
 - ▶ The use of resources should be carefully maintained and controlled
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Essential Characteristics

- ▶ Adequacy
 - ▶ Safety
 - ▶ Coordination
 - ▶ Efficiency
 - ▶ Beauty
 - ▶ Adaptability
 - ▶ Economy
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Characteristics of Physical Infrastructure in a School

- ▶ **School Building:** It should be well planned, spacious, functionally and with pleasing architectural features. The rooms of the building should be spacious and ventilated with all facilities like fans etc.
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- ▶ **Classrooms:** Classroom is the backbone of any school physical infrastructure. Every school should, have adequate number of classrooms and every classroom should have a pleasant look. Walls should be painted by some light colours and rooms should be carefully decorated. New charts, paintings should be fixed on the walls.
- ▶ The front wall should have blackboard at appropriate height
- ▶ The location of rooms would be airy and lighted naturally on the failure of power (Electricity)

- ▶ **Library:** Library is a counterpart of a school physical infrastructure. It plays a vital role in the learning process of the school. The library is an essential component of a good school. The library room should be located in such a place where students are not getting disturbed by noise.
- ▶ A library is a repository of books and should have textbooks, workbooks, reference books, fiction, non-fiction books at various reading levels, reference books on special topics and interests and related pamphlets, clippings, pictures, maps, charts, periodicals, etc. are placed in proper shelf.

- ▶ **Laboratories:** Laboratory is an essential part of a school. At +2 stages a school needs biology, physics, chemistry, a computer laboratory.
- ▶ The physics lab should be equipped by optical, electrical, thermo dynamical, mechanical instruments.
- ▶ The chemistry lab is equipped with different types of solutions, salts and components. Biology lab has to be equipped by slides, microscopes, skeletons and different specimens.
- ▶ Computer lab is equipped with a series of computers and systems.

- ▶ **The Administrative Block:** In a school infrastructure the administrative block should be well planned.
 - ▶ The leadership and service functions are done in administrative block.
 - ▶ The school office should be centrally located so as to serve as a good co-ordination centre, easily accessible to visitors, teachers and students.
 - ▶ The principal's office should be large enough to accommodate small conference and should open into the general office as well as to the corridor.
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