

# How Good is Your School's Management of Resources?



An audit tool for school leaders on  
managing resources for learning

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## Managing School Resources

Quality Indicator 1.5 (How Good is our School 4) highlights the importance of managing school resources effectively.

Note: This document considers primarily the management of **Material** resources, not as distinct from *Human* or *Financial* resources, which are dealt with in other themes within HGIOS4. Material resources covers, for example, school furniture, equipment, technology, curriculum materials, textbooks, printing and a wide range of other materials and consumables within the school. It also covers school grounds, as well as the ongoing maintenance of equipment and technology.

Resource management is a key driver in creating and sustaining a motivating environment for learning. It is also an increasingly important management skill at a time when financial pressures on education authorities results in reduced budgets for schools.

School leaders, at all levels, must make the best use of available resources, including digital technologies, to support learning and to meet school, local and national priorities. There are other considerations too – the growing importance of sustainability and eco-friendly approaches to resource management, as well as the requirement for schools to promote equity in the way that they allocate resources to support the learning needs of all.

Teachers must be skilled at selecting and deploying resources which provide appropriate support and challenge for learners, and which are relevant, up-to-date and engaging.

Learners also must be able to select from a wide range of resources and use these responsibly and flexibly to meet their individual needs.

Leaders must ensure there is an effective system for monitoring and evaluating the impact of resource allocation on achieving school improvement priorities. Evaluation of relevant data and stakeholder feedback should be used to inform future resourcing decisions.

### Key Questions

When evaluating the effectiveness of your school's resource management, here are some key questions to consider.

1. How effectively do we use our resources to meet the learning needs of all learners and ensure equity?
2. To what extent do we involve teachers and learners in decisions about resourcing?
3. To what extent do teachers deploy resources that are relevant, up-to-date and engaging, and which provide appropriate support and challenge?
4. How effectively do learners use resources to support their learning? Are they able to select and use resources independently?

5. How does the management of resources contribute to achieving school improvement priorities?
6. How well are our buildings and grounds being used to deliver learning experiences and to support learner, staff and community wellbeing?
7. How effectively do we monitor the use and impact of school resources? How well do our auditing processes enable us to plan, monitor and manage our resources effectively?

## Evaluating the Quality of Resource Management

The chart below shows an audit for evaluating the quality of your school's Management of Resources (Theme 2 from HGIOS Quality Indicator 1.5)

The full audit of QI 1.5 ( including *Management of Finance* and *Promoting Equity*) can be accessed online.

Use the **Impact** online quality improvement tool to complete the traffic lighting exercise and record strengths and weaknesses.

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Theme 2: Management of resources and environment for learning	
Management of resources	
We acquire and allocate resources in a way that ensures best value and sustainability of improvement.	<span style="color: red;">●</span> <span style="color: orange;">●</span> <span style="color: green;">●</span>
We allocate resources to achieve our improvement priorities and meet the needs of all learners.	<span style="color: red;">●</span> <span style="color: orange;">●</span> <span style="color: green;">●</span>
We involve our learners, parents and partners in decisions about resourcing.	<span style="color: red;">●</span> <span style="color: orange;">●</span> <span style="color: green;">●</span>
We allocate resources in a way that is transparent and equitable, and which takes account of identified need.	<span style="color: red;">●</span> <span style="color: orange;">●</span> <span style="color: green;">●</span>
Teachers make effective use of a range of resources to provide appropriate support and challenge for learners.	<span style="color: red;">●</span> <span style="color: orange;">●</span> <span style="color: green;">●</span>
We are systematically increasing and improving the school's stock of learning technology.	<span style="color: red;">●</span> <span style="color: orange;">●</span> <span style="color: green;">●</span>
Resources across the school are well maintained and organised to enable effective and efficient use.	<span style="color: red;">●</span> <span style="color: orange;">●</span> <span style="color: green;">●</span>
Systems are in place and used to monitor, evaluate and review the use of resources.	<span style="color: red;">●</span> <span style="color: orange;">●</span> <span style="color: green;">●</span>
We encourage our learners to make independent and responsible use of resources.	<span style="color: red;">●</span> <span style="color: orange;">●</span> <span style="color: green;">●</span>
We make effective use of outdoor spaces and community resources to support learning.	<span style="color: red;">●</span> <span style="color: orange;">●</span> <span style="color: green;">●</span>
We have well-established health and safety procedures, which are implemented diligently.	<span style="color: red;">●</span> <span style="color: orange;">●</span> <span style="color: green;">●</span>
Our buildings are safe and any health and safety issues that arise are addressed promptly.	<span style="color: red;">●</span> <span style="color: orange;">●</span> <span style="color: green;">●</span>

Full audit online at: [www.hashtag-learning.co.uk](http://www.hashtag-learning.co.uk)