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Maintenance of Facilities and Infrastructure at SD Muhammadiyah Lebung Itam, Tulung Selapan OKI District

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Abstract

Penelitian ini mengangkat pembahasan mengenai "Pemeliharaan Sarana dan Prasarana di SD Muhammadiyah Lebung Itam Kecamata Tulung Selapan OKI". Adapun penelitian ini bertujuan untuk menganalisis pemeliharaan sarana dan prasarana di SD Muhammadiyah Lebung Itam Kecamatan Tulung Selapan OKI dan menganalisis faktor-faktor pendukung dan penghambat pemeliharaan sarana da prasarana di SD Muhammadiyah Tulung Selapan. Dalam penelitian ini, peneliti menggunakan jenis penelitian kualitatif denga menggunakan pendekatan studi kasus. Jenis data dalam penelitian ini adalah data kualitatif dan data kuanittatif, sumber data dari dar primer dan data sekunder. Data dikumpulkan melalui observasi, wawancara dan dokumentasi dengan informan penelitian adalah kepai sekolah, waka sapras, waka kurikulum, staff dan guru. Teknik yang digunakan dalam analisis data adalah reduksi data, penyajian dat pengambilan kesimpulan dan verifikasi. Sedangkan pengecekan keabsahan data peneliti menggunakan triangulasi sumber, triangula metode dan triangulasi waktu. Hasil penelitian ini menunjukkan bahwa pemeliharaan sarana dan prasarana di SD Muhammadiyah Lebung Itam Kecamatan Tulung Selapan OKI telah dikelola dengan cukup baik, namun belum maksimal. Hasil penelitian ini dilihat da pemeliharaan sarana dan prasarana di SD Muhammadiyah Lebung Itam Kecamatan Tulung Selapan OKI memperlihatkan indikator da pemeliharaan sarana dan prasarana yaitu pemeliharaan secara menerus, pemeliharaan secara berkala, pemeliharaan darurat da pemeliharaan sarana dan prasarana dan prasarana yaitu pemeliharaan sarana dan prasarana dan pras

Abstrak

This research discusses the discussion of "Maintenance of Facilities and Infrastructure at SD Muhammadiyah Lebung Itam Kecamata Tulung Selapan OKI". This research aims to analyze the maintenance of facilities and infrastructure at SD Muhammadiyah Lebung Ita Kecamatan Tulung Selapan OKI and to analyze the supporting and inhibiting factors for the maintenance of facilities and infrastructur at SD Muhammadiyah Tulung Selapan. In this research, researchers used qualitative research using a case study approach. The type of data in this research are qualitative data and quantitative data, data sources from primary data and secondary data. Data we collected through observation, interviews and documentation with research informants namely the school principal, deputy head of sapras, deputy head of curriculum, staff and teachers. The techniques used in data analysis are data reduction, data presentatio drawing conclusions and verification. Meanwhile, checking the validity of the researcher's data uses source triangulation, metho triangulation and time triangulation. The results of this research indicate that the maintenance of facilities and infrastructure at SD Muhammadiyah Lebung Itam Kecamatan Tulung Selapan OKI has been managed quite well, but not optimally. The results of the research, looking at the maintenance of facilities and infrastructure at SD Muhammadiyah Tulung Selapan, show indicators of maintenance of facilities and infrastructure, namely continuous maintenance, periodic maintenance, emergency maintenance an preventive maintenance. The supporting factors are the commitment and solidarity of students, teachers and school principals as well to having a sense of shared responsibility for the existing infrastructure at the school and good management. The inhibiting factors famintenining facilities and infrastructure at SD Muhammadiyah Lebung Itam Kecamatan Tulung Selapan OKI are delays in inventor and human resources.

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1. INTRODUCTION

The quality of education is often a central issue and what is often in the spotlight is the teacher or educator, even though it is based on the fact that various components also influence it, such as the curriculum, students and learning media. This is very possible considering that teachers are both planners and implementers of learning. So teachers are always required to improve their performance in order to achieve an effective learning process. With this, the learning process is the core of the overall educational process.(Idzar, 2016).

Education is a huge contribution to the progress of a nation and a vehicle for building the character of a nation. Having complete facilities and infrastructure can improve the ongoing learning process at school. In order to complete the facilities and infrastructure needed by schools, various efforts have been made by the community government to realize national education goals, such as strengthening the curriculum, increasing the number, type and quality of educational staff, increasing the number of types and quality of educational facilities and infrastructure. (Fidiyawati, 2018, p. 10)

To achieve educational goals in schools, of course, it must be supported by adequate facilities and infrastructure in accordance with national education standards. In realizing educational goals, schools often face obstacles, especially those related to supporting facilities and infrastructure so that the learning process runs well.(Bancin & Lubis, 2017)

Educational facilities and infrastructure are a very important component in education and are one of the eight National Education Standards. The importance of educational facilities and infrastructure is so important that every school competes to meet the standards of educational facilities and infrastructure in order to improve the learning process. (Barnawi & Arifin, 2012, p. 5)

In the management of educational facilities and infrastructure, it is the key to how these facilities and infrastructure can be useful or not, in this case the management of education, both teachers and educational staff in schools, must have strategies and ideas in managing and utilizing existing facilities and infrastructure in schools. according to its function and continuously developing it, so that facilities and infrastructure can function optimally and become tools in learning activities, so that the learning process can run effectively and efficiently.

On the one hand, there are many expectations placed on the world of education, but on the other hand, the world of education has many problems that hinder the implementation of teaching and learning activities in schools. The obstacle often faced by schools is the problem of educational facilities. (Rina Anjassari et al, 2019, p. 25)

Complete learning facilities will support student learning concentration. A person who studies requires full concentration, complete attention, and concentration on one thing to the exclusion of all other unrelated things. This concentration will not work well if the place or tools used are insufficient.

Muhammadiyah Lebung Itam Elementary School, Tulung Selapan OKI District is the only private school with an Islamic nuance in the Lebung Itam area and its surroundings, it has great potential to be managed well, including its infrastructure. With good accreditation, the institution must improve the quality of the institution (not to mention improving its infrastructure), then SD Muhammadiyah Lebung Itam, Tulung Selapan OKI District will definitely be superior.

Based on the results of observations conducted by researchers at SD Muhammadiyah Lebung Itam, Tulung Selapan OKI District, there were several problems found, namely inadequate facilities and infrastructure, as well as management of facilities and infrastructure that was less than optimal, there were facilities and infrastructure that met standardization but only partially, are met, the lack of facilities and infrastructure that meet overall standards can affect the work motivation of teachers or students at school. Implementation of maintenance of facilities and infrastructure is less than optimal management carried out in the maintenance of educational facilities and infrastructure. With less than optimal maintenance activities resulting in several facilities and infrastructure being damaged quickly and not being utilized according to their function, this results in losses and wastage of facilities and infrastructure maintenance costs. Maintenance of facilities and infrastructure has been carried out but has not been carried out well. Therefore, it is very necessary to collaborate with stakeholders in the school and the community in the school environment in an effort to improve the implementation of better maintenance of facilities and infrastructure.

Based on the problems above, the author is interested in conducting research with the title "Maintenance of Facilities and Infrastructure at SD Muhammadiyah Lebung Itam, Tulung Selapan OKI District".

2. METHOD

This research method uses a qualitative method with a case study approach. This type of research is qualitative research, as mentioned by Sugiyono qualitative research is the process of exploring and understanding the meaning of individual and group behavior, describing social problems or humanitarian problems. (Sugiyono, Qualitative Research Methods, 2021)

This research was carried out using a case study approach, with the aim of providing a

detailed description of the background, characteristics and unique characteristics of any case regarding the maintenance of infrastructure at SD Muhammadiyah Tulung Selapan.

Research informants are people who are sources of data in qualitative research to obtain the information needed in research. (Sayidah, 2018). The informants in this research were the school principal, head of student affairs, and teachers. Data collection methods or techniques can be through interviews, questionnaires, observation, and a combination of the three. (Ade Heryana, 2018). Meanwhile, data analysis techniques involve data reduction, data presentation, verification and drawing conclusions. (Imam Gunawan, 2013). The validity of the data is using data source triangulation, technical triangulation and time triangulation. (Sugiyono, 2019)

Based on research conducted on the maintenance of infrastructure at SD Muhammadiyah Tulung Selapan, problems were found related to the theory that has been explained, maintenance of infrastructure at SD Muhammadiyah has problems in maintaining the infrastructure at SD Muhammadiyah Lebung Itam, Tulung Selapan OKI District, namely the facilities and infrastructure that inadequate, as well as management of facilities and infrastructure that is less than optimal, there are facilities and infrastructure that meet standards but only part of them are met, a lack of facilities and infrastructure that meet standards as a whole which can affect the work motivation of teachers or students at school. Based on the resulting subproblems, the researcher will describe the problem based on the results of interviews and observations made.

3. RESULTS AND DISCUSSION

Implementation of Facilities and Infrastructure at SD Muhammadiyah Tulung Selapan.

1. Continuous Maintenance

Continuous maintenance refers to a series of actions or activities carried out on an ongoing basis to maintain the performance, reliability and service life of a system, equipment or facility. The aim of this maintenance is to prevent damage, reduce the risk of failure, and ensure that the item or system can function optimally in the long term. (Setiawan, 2017, p. 33)

Continuous maintenance activities for infrastructure at Muhammadiyah Lebung Itam Elementary School, Tulung Selapan OKI District include maintaining the cleanliness and tidiness of classrooms, cleaning up rubbish both in classrooms and in the environment as a whole, as well as maintaining rooms used for meetings or other events. These infrastructure facilities are continuously maintained because they are facilities that are used every day and are mandatory and routine activities for students and the teacher council.

From the results of the interview, it was found that at SD Muhammadiyah Lebung Itam, Tulung Selapan District, OKI carried out continuous maintenance activities involving all parts of the school, both student teachers and education staff. Both in terms of the tools used and maintenance in the field of cleanliness which is carried out by cleaning staff every day.

The results of field observations, researchers also found that the implementation of continuous maintenance of infrastructure at Muhammadiyah Lebung Itam Elementary School, Tulung Selapan District, includes several activities that are carried out continuously or carried out every day with the maintenance procedures as follows:

- a. Sweeping, mopping the room floor, the maintenance process is to sweep and clean until it feels clean, not dusty, not stained, not blurry, not wet, not smelly, and the floor is clean.
- b. Cleaning glass and door and window frames, the maintenance process is to clean until it is ensured that it is clean, clear, transparent, has no stains, no dirt, no dust, no residue if wiped, no rubbish, no cobwebs.

- c. The glass frame is clean, the maintenance process is to clean it until it is ensured that it is clean, clear, transparent, has no stains, no dirt, no dust, and if you wipe it there will be no residue.
- d. Cleaning rubbish in pots and watering indoor potted plants, the maintenance process is to ensure there is no rubbish in the indoor rubbish bin, then throw the rubbish in the waste landfill provided and water the plants indoors and outdoors.
- e. Reporting things that are wrong in the work area (lights out, leaks, switches, handles, windows, doors, tables/chairs, termites, etc.), this reporting is part of the maintenance process because it is to anticipate more serious damage and ensure that the facilities are still operational, used or not.
- f. Store cleaning equipment in its proper place

Based on data from interviews, observations and documentation, it can be concluded that the implementation has gone quite well in routine maintenance of infrastructure activities at Muhammadiyah Lebung Itam Elementary School, Tulung Selapan District. All activities carried out are in accordance with the definition of routine maintenance itself. Routine activities are carried out mostly by cleaning staff which include cleaning gutters from rubbish and dirt, cleaning glass, windows, chairs, tables, cupboards, etc., cutting down grass and bushes so that the grass doesn't get too high, as well as cleaning and watering rooms. shower/toilet to maintain health. Apart from that, it also involves teachers, staff and students to clean the rooms, tables, chairs and yard from rubbish and dirt every morning before starting lessons.

2. Periodic Maintenance

Periodic maintenance of facilities and infrastructure (sapras) refers to maintenance, repair and monitoring activities carried out on a scheduled basis on various facilities, equipment and infrastructure used in various types of industries or organizations. The aim is to keep these facilities and infrastructure in good condition, functioning optimally and safe to use. This periodic maintenance involves various activities, such as routine inspections, cleaning, lubrication, minor repairs, and preventive measures.(Palmer, 2013, p. 41)

Periodic maintenance of infrastructure at Muhammadiyah Lebung Itam Elementary School, Tulung Selapan OKI District includes painting walls, doors, desk chairs, maintaining furniture and frames, repairing class chairs and tables whose nails are not fast enough, replacing blackboards, cleaning and optimizing toilets, and preparing teacher council meeting room. Regarding periodic maintenance of infrastructure and facilities at SD Muhammadiyah Lebung Itam, Tulung Selapan District.

From the results of the interview, it was found that at SD Muhammadiyah Lebung Itam, Tulung Selapan District, OKI carries out regular maintenance activities which usually involve reporting from especially the cleaning staff and the deputy staff and are carried out every 3 months so that problems do not accumulate.

The results of observations in the field, researchers also found that the implementation of periodic maintenance of infrastructure at Muhammadiyah Lebung Itam Elementary School, Tulung Selapan District, includes several activities that are carried out continuously or carried out every day with the maintenance processes and procedures as follows:

- a. Preparing the needs of meetings held in the work area, both in terms of space and consumption, this activity is included in periodic maintenance because meetings are not held every day, so when there is a meeting, cleaning and preparation of the meeting room needs to be done
- b. Painting walls, doors, table chairs, maintaining furniture and frames.

- c. To maintain locks, latches and hinges, you can check the condition of locks, latches and hinges on doors that have a high level of use, such as exit doors, room doors and so on. Then lubricate the moving parts with lubricant, while removing rust formed due to dirt and weather/dust. For the walls, doors, tables and chairs, if they are painted with wood paint, try cleaning them with detergent or soap and use a sponge to clean them. If the color is faded, repaint it.
- d. Correcting classroom chairs and tables whose nails are not tight enough, the process is to check in each class. If something is not working, it can be repaired again.
- e. Cleaning and optimizing toilets, including maintenance of sanitary equipment, the procedure is to clean every day with liquid soap or other cleaning materials that do not cause corrosion on tools made of metal. Rub with a plastic sponge or soft brush. Rinse with clean water. Dry with a clean rag.
- f. Arranging and cleaning the warehouse, the procedure applied is to look at the condition of the warehouse, whether it is messy and needs to be rearranged or just needs to be cleaned.

Based on data from interviews, observations and documentation, it can be concluded that regular maintenance activities for infrastructure have been carried out at Muhammadiyah Lebung Itam Elementary School, Tulung Selapan District. The principal and deputy head of the Sapras section form global reporting and checking activities. This is in line with analysis based on direct research results in the field. Although in its implementation there are still obstacles, namely there are still tentative schedules and maintenance activities due to several things that occur outside of mandatory reporting and beyond predictions. This is caused by weather factors and so on. However, despite the existing obstacles, regular maintenance of infrastructure has been implemented at Muhammadiyah Lebung Itam Elementary School, Tulung Selapan District.

3. Emergency Maintenance

Maintenance work can be planned or planned. There is only one form of unplanned maintenance, namely emergency maintenance, which is defined as maintenance where action needs to be taken immediately to prevent serious consequences, for example loss of production, major damage to equipment, disrupting normal operations or for work safety reasons.(PUSDIKLAT SDA AND CONSTRUCTION, 2018)

Emergency maintenance of school infrastructure is important to maintain security, comfort and smooth teaching and learning activities. Maintenance of emergency infrastructure at Muhammadiyah Lebung Itam Elementary School, Tulung Selapan OKI District, which is related to electrical and lighting systems, generators, electrical power panel systems, and things beyond predictions such as the impact of disasters.

From the results of the interview, it was found that at SD Muhammadiyah Lebung Itam, Tulung Selapan District, OKI carried out emergency maintenance activities such as the case of the wifi suddenly short circuiting and having to call an expert, then the drain in the toilet being clogged, which was also related to the power line suddenly turning off. . Emergency problems like that must be addressed immediately. Sometimes, if it can still be solved by male teachers, it can be fixed straight away by helping each other. But if it's a real emergency, have it repaired immediately by an expert.

. Based on the results of observations in the field, it was true that several activities had occurred during an emergency and the methods/solutions taken to deal with these problems. Among them are: 77

a. Emergency electrical installation repairs, the school will immediately respond by calling an electrician to repair the damage and ensure safety

- b. Repairing roof damage due to extreme weather or other factors, immediate steps are needed to avoid further damage, namely emergency maintenance such as patching or replacing damaged roof parts must be carried out
- c. Repair broken pipes
- d. Repairing damage to building structures such as cracks in walls or sloping floors, the school, in this case the principal and vice principal, will carry out a quick evaluation by a professional to determine the necessary repair steps
- e. Repairs to sanitation facilities, such as blocked or damaged drains, will be immediately repaired to maintain the cleanliness and health of the school environment.
- f. Communication network improvements. The school will call a technician for repairs so that staff and students can still communicate effectively.
- g. Lighting and power panel control, namely checking the operation of the main switch on each floor centrally, checking the status indication of the main switch on each floor, checking the connecting indication on the power breaker
- h. Maintenance of the lighting system by experts, including checking the lighting lamps and checking the power supply contacts.

Based on the results of interviews, observations and documentation, it can be concluded that emergency infrastructure maintenance activities were carried out at Muhammadiyah Lebung Itam Elementary School, Tulung Selapan District. All stakeholders, especially school principals and deputy heads of infrastructure, are aware of the importance of handling this emergency maintenance. The obstacle is that the problem being faced is urgent/emergency so it cannot be predicted. From the results of observations in the field, SD Muhammadiyah Lebung Itam, Tulung Selapan OKI District has carried out emergency maintenance quite well even though there are still several obstacles faced.

4. Preventive Maintenance

Preventative maintenance is an approach designed to prevent damage or breakdowns by identifying and addressing potential problems before they arise. This involves risk analysis, more thorough testing, regular condition monitoring, and corrective actions implemented before real damage occurs. The goal is to avoid unexpected downtime and high repair costs. Preventive maintenance tends to be more proactive and technical than routine or periodic maintenance. Examples of preventative maintenance are replacing spare parts on a schedule, monitoring machine vibrations, or analyzing lubricating oil to identify potential problems with the machine. (Palmer, 2013, p. 41)

The main goal of preventive maintenance is to prevent damage or problems before they arise while periodic maintenance focuses more on early detection and repair of damage that may have already occurred. Preventative maintenance of infrastructure at Muhammadiyah Lebung Itam Elementary School, Tulung Selapan OKI District, such as replacing printer machine cartridges and rearranging important bookcases/safes.

From the results of the interview, it was found that at SD Muhammadiyah Lebung Itam, Tulung Selapan District, OKI carried out preventive maintenance activities almost the same as periodic maintenance. However, this particular maintenance is mostly involved in the machinery sector, for example printers, projectors, generator engines. The principal also invited the male teacher council to survey the infrastructure for maintenance.

As a result of observations carried out by researchers, it was found that preventive maintenance of infrastructure activities that had been carried out at SD Muhammadiyah Lebung Itam, Tulung Selapan OKI District included:

- a. Carry out regular cleaning of infrastructure such as air conditioners, projectors, computers and other electronic equipment to prevent dust and dirt from accumulating which can damage the performance of the equipment
- b. Provides lubrication to moving machine or equipment parts to reduce friction and prevent faster wear
- c. Conduct regular visual inspections to look for signs of damage or wear on equipment components, such as damaged cables, scratches on the surface of the equipment, or signs of leaks
- d. Ensure software on equipment such as computers or school management systems remains current and is regularly updated to maintain optimal performance and security.
- e. Arranging and re-cleaning archive cupboards and other important administrative items.

Supporting factors for maintaining facilities and infrastructure at SD Muhammadiyah Tulung Selapan.

1. The commitment and solidarity of students, teachers and school principals as well as a sense of shared responsibility for the existing infrastructure at school.

Based on the results of observations and observations in the field, commitment and unity in the form of enthusiasm are given by teachers to each other, trying to provide maximum mentoring for students. The teacher council and all related stakeholders together encourage each other to provide maximum performance using their respective expertise in order to realize goals that are in accordance with the institution's vision and mission. Based on the results of observations, apart from the awareness that must exist and must be implemented by all school stakeholders, the principal is also quite good at managing it, where the principal will also reprimand directly if anyone damages the facilities and will also be punished by both students and teachers. The school principal is also committed to fostering the principle that daily hygiene comes first. This is also the first step in maintaining infrastructure, where existing facilities will always be guaranteed to be clean. For this reason, the principal continues to urge homeroom teachers to protect the school environment by inviting their students.

2. Management Good Management

Based on the results of observations in the field, the factor that drives the successful maintenance of infrastructure in accordance with the vision and mission of the institution's goals is good management. A program or activity that is managed well will produce maximum results. Not to mention the maintenance process, this infrastructure will also continue to progress and develop if managed well.Based on the data from the interviews and observations above, it can be concluded that it is true that the management of the leadership, in this case the principal, is quite good, so this is a supporting factor in the maintenance activities of the existing infrastructure at SD Muhammadiyah Lebung Itam, Tulung Selapan District.

Inhibiting factors for maintaining facilities and infrastructure at SD Muhammadiyah Tulung Selapan

1. Inventory Delays

More operationally, the inventory here is used to make it easier for school teachers to sort out what facilities and infrastructure are available at Muhammadiyah Lebung Itam Elementary School, Tulung Selapan District. However, sometimes this inventory activity has problems, namely delays in inventorying goods. This can happen due to negligence by people who have a lot of work and result in forgetting to register the goods. Delays in this inventory can also result in late reporting to the school principal. It can be concluded that based on the results of observations and interviews, it can be concluded that the obstacles in the maintenance of existing facilities and infrastructure at Muhammadiyah Lebung Itam Elementary School, Tulung Selapan OKI District are due to the inadequate inventory of goods that have not been recorded and reporting to the school principal by teachers

3221 | Maintenance of Facilities and Infrastructure at SD Muhammadiyah Lebung Itam, Tulung District Selapan OKI(Silvia Septa Flower) regarding the facilities available. damaged to review whether the item is written off or not. This is influenced by human error and can still be maximized in its implementation.

2. Human Resources

Based on the results of observations and interviews conducted by the author at SD Muhammadiyah Lebung Itam, Tulung Selapan District, human resources are one of the factors that become an obstacle in maintaining the facilities and infrastructure at the school. The human resources referred to here are individuals who still do not understand how to apply good management knowledge so that the implementation of maintenance is right on target and runs effectively and efficiently. If the resources referred to here do not work well, it will cause inhibiting factors. Another, namely delays in inventory carried out by participants implementing the elimination of educational facilities and infrastructure in schools. It can be concluded that based on the results of observations and interviews, it can be concluded that the obstacles in maintaining facilities and infrastructure at Muhammadiyah Lebung Itam Elementary School, Tulung Selapan OKI District are due to the lack of utilization of existing resources at the school and this also works together and results in delays in carrying out inventory. goods as explained in the previous inhibiting factors. This can be further achieved by coordinating between all lines at SD Muhammadiyah Lebung Itam, Tulung Selapan District.

4. CONCLUSION

Based on the results of research that researchers conducted at Muhammadiyah Lebung Itam Elementary School, Tulung Selapan District, entitled Maintenance of Facilities and Infrastructure at Muhammadiyah Lebung Itam Elementary School, Tulung Selapan District. then it can be concluded that:

- 1. Maintenance of facilities and infrastructure at SD Muhammadiyah Lebung Itam, Tulung Selapan OKI District is good. Facilities and infrastructure maintenance activities include: a) continuous maintenance, in the form of maintaining the cleanliness and tidiness of classrooms, cleaning up rubbish both in classrooms and in the environment as a whole, cleaning glass and door and window frames, cleaning indoor frames, carrying out reporting daily storage and cleaning tools, and watering potted plants; b) regular maintenance, in the form of painting walls, doors, desk chairs, maintaining furniture and frames, repairing class chairs and tables whose nails are not fast enough, replacing blackboards, cleaning and optimizing toilets, as well as preparing teacher council meeting rooms; c) Emergency maintenance, in the form of activities to repair electrical installations including lighting and power, repair roof damage due to extreme weather, repair burst pipes, repair building structures such as cracked walls/floors, sanitation facilities, and repair broken communication networks; d) preventive maintenance, in the form of thorough cleaning of air conditioners, computer projectors and other electronic equipment, providing lubricant to machines so they don't wear out quickly, carrying out visual inspections, ensuring software, and organizing and cleaning filing cabinets and other items. important administration.
- 2. Supporting and inhibiting factors in maintaining facilities and infrastructure at SD Muhammadiyah Lebung Itam, Tulung Selapan OKI District:
 - a. Supporting factors include the commitment and unity of students, teachers and school principals, a sense of shared responsibility for the existing infrastructure in the school and the school environment, as well as good management.
 - b. Inhibiting factors include inventory delays as well as human resources.

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