

## Facilities and Infrastructure Management in Implementing National Education Standards at SMP Negeri 35 Medan

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**Abstract.** Facilities and infrastructure are important things to pay attention to so that the learning process in schools can be carried out well, effectively and efficiently, the facilities and infrastructure in schools must be in accordance with the educational standards set by the government. This research aims to find out whether the existing facilities and infrastructure at SMP Negeri 35 Medan are in accordance with existing National education standards, or whether there are still several standards or management of educational facilities and infrastructure that have not yet been implemented or carried out as they should. The results of the observations show that the facilities and infrastructure management process is (1) planning educational facilities and infrastructure, (2) procurement of educational facilities and infrastructure, (3) maintenance of educational facilities and infrastructure, (4) inventory of educational facilities and infrastructure, and (5) Elimination of educational facilities and infrastructure, it turns out that from the 5 existing management processes, there are several procedures that must be paid attention to at SMP 35 Medan so that they can be carried out in accordance with existing procedures, so that later the learning process at SMP 35 Medan can be carried out in accordance with standards. existing national education. Facilities and infrastructure management process. This research was carried out using qualitative phenomenological methods so that the data obtained was more accurate.

**Keywords:** management; standards for educational facilities; infrastructure

### INTRODUCTION

Education is very important for society, the nation and the state, so the government should really pay attention to existing education to be able to produce intelligent and qualified future generations of the nation and able to make the nation and state proud, therefore to produce an intelligent and qualified future generation for the nation, So the state needs to be fully responsible for the education of its people, for this reason the government must always strive for various kinds of policies and educational programs so that the government can continue to develop and improve the education sector (Alawiyah, 2017).

Judging from the importance of education as forming the nation's generation, education is always a concern, because the progress of a country can also be seen from the quality of education in that country (Sagala 2009). In line with the educational objectives contained in the National Education System Law number 20 of 2003 concerning the National Education System, it states that national

education has a goal, namely to develop the various potentials that exist in students so that later they can become human beings who believe and are devoted to God Almighty. One, noble character, healthy, knowledgeable, capable, creative, independent, and a democratic and responsible citizen

To carry out existing education, a place is needed to carry out the educational process, which is known as a school. Ali (2009) states that the main task of a school is a place that is built to help students discover, develop and build abilities that will make them capable. effectively carry out individual and social tasks now and in the future (Munir: 2014).

Discusses the National Education Standards, where these national education standards function as a basis for planning, implementing and supervising education in order to realize quality national education. National Education Standards aim to guarantee the quality of national education in order to educate the nation's life and form a dignified national character and civilization (Aulia, 2006).

In Government Regulation Number 19 of 2005, concerning National Education Standards, contained in Chapter II article 2, which states that the scope of National Education Standards includes: (1) Content standards, (2) process standards, (3) graduate competency standards, (4) standards for educators and education personnel, (5) standards for infrastructure, (6) standards for management, (7) standards for financing, and (8) standards for assessment Qiqi, Asmara.(2019).

Of the 8 existing national education standards, infrastructure is an important thing to discuss, becauseThe implementation of facilities and infrastructure really requires a management plan, Mulyasa (2004, 49). A SMP/MTs at least has the following facilities: (1). classroom, (2). library room, (3). science laboratory room, (4). leadership room, (5). teacher's room, (6). administrative room, (7). place of worship, (8). counseling room, (9). UKS room, (10). student organization space, (11). latrine, (12). warehouse, (13). circulation space, (14). place to play/exercise (BSNP: National Education Standards Agency).

To be able to expedite the existing learning process, the 14 items mentioned above must be in school, in this way the learning process will also be able to run effectively and efficiently. Because if one of them is not there, it is feared that the learning process will be hampered or will not run effectively.

Facilities and infrastructure that do not comply with the SNP (National Education Standards) which are the minimum standards that must be realized, then the learning process will not be carried out effectively and efficiently. And the management of facilities and infrastructure that is not yet optimal will indicate that educational institutions have not implemented SNP (National Education Standards). That's why the researchers here conducted research at one of the state schools in Medan, namely SMP 35 Medan to find out whether the school had met the existing National Education standards.

In the world of education, especially management, achieving goals is the most important thing. The characteristics of educational goals that can be said to be achieved are if the educational process is effective and efficient. According to Rue & Byars (2000) Effectiveness is a foundation for achieving success; while efficiency is something that is related to how to do the right things to achieve the goals

that have been determined. If the organization has carried out the work correctly (according to plan), then effectiveness will emerge, and if the method used to do the work is correct, it will produce efficiency.

One of the things that can support learning to run according to its objectives is that education must be in accordance with existing national education standards. If we look at Government Regulations Number 19/2005, it can be seen that the National Education Standards have minimum criteria regarding the education system in all jurisdictions of the Unitary State of the Republic of Indonesia. This national education standard will ultimately encourage managers, administrators and education units to improve their performance in providing quality education services. The existence of national education standards is intended as a reference to encourage the realization of transparency and public accountability in the implementation of the national education system. National education standards include eight standards, namely, graduate competency standards, content standards, process standards, education and education personnel standards, facilities and infrastructure standards, management standards, financing standards, and assessment standards (Raharjo, 2014).

Facilities and infrastructure are important things that can determine whether an ongoing educational process is effective or not. Facilities and infrastructure greatly influence the success of learning, both from the condition of the facilities and infrastructure and from their optimization and management (Fuad, 2016).

In the book entitled *School Administration on Facilities and Infrastructure Management*, Gunawan (1996) states that the learning process in schools will be able to take place effectively and efficiently or successfully when the school is supported by adequate facilities and infrastructure and in accordance with the standards set by the government. Therefore, the government must be able to fulfill the needs of existing educational facilities and infrastructure so that the learning process can take place in accordance with existing educational expectations or goals.

Management of educational facilities and infrastructure is a collaborative process carried out in order to utilize all educational facilities and infrastructure effectively and efficiently. Management of educational facilities and infrastructure also has the function of organizing and maintaining existing educational facilities and infrastructure so that they can make an optimal contribution to the course of the educational process. Activities in managing these facilities and infrastructure include planning, procurement, supervision, inventory storage and deletion and arrangement (Mulyasa, 2002).

If we look at them one by one, the meaning of educational facilities and infrastructure is not the same. Educational facilities can be interpreted as all facilities such as equipment, accessories, materials and furniture that can be directly used in the entire teaching and learning process, both moving and non-moving to help achieve educational goals so that the educational process can run smoothly. smooth, orderly, effective and efficient, such as: classrooms, libraries, school offices. student council rooms, parking lots, laboratories and so on (Barnawi & Arifin, 2012). Meanwhile, the definition of educational infrastructure is all facilities that can indirectly support the learning process, such as: schools, sidewalks

or school stops, school rules and regulations, etc (Bafadal, 2003).

In the Koran we can also see that Allah also shows the importance of the facilities and infrastructure or tools used in the educational process. The existence of Allah's creatures, namely animals described in the Qur'an, can also be a tool in education, namely bees, even more so Allah himself included it as the name of one of the surahs in the Qur'an, which we know as Surah An-Nahal. If you look at the Srah An-Nahal, namely in verses 68-69, Allah explains:

وَأَوْحَىٰ رَبُّكَ إِلَى النَّعَلِ أَنِ اخْجِذِي مِنَ الْجِبَالِ بُيُوتًا وَمِنَ الشَّجَرِ وَمِمَّا يَعْرِشُونَ  
 ﴿٦٨﴾ ثُمَّ كُلِّي مِنْ كُلِّ الشَّجَرِ فَاسْلُكِي سُبُلَ رَبِّكِ ذُلُلًا يَخْرُجُ مِنْ  
 بُطُونِهَا شَرَابٌ مُخْتَلِفٌ أَلْوَانُهُ فِيهِ شِفَاءٌ لِلنَّاسِ إِنَّ فِي ذَلِكَ لَآيَةً لِّقَوْمٍ  
 يَتَفَكَّرُونَ ﴿٦٩﴾

Meaning ": And your Lord revealed to the bees: "Make nests in the hills, in wooden trees, and in places made by humans", then eat from every (kind of) fruit and walk the path Your Lord has made things easy (for you). From the stomach of the bee comes out a drink (honey) of various colors, in which there is a medicine that is healing for humans. Indeed, in that there really is a sign (of God's greatness) for those who think (Tanjung, 2017).

To improve the quality of education, it is necessary to develop existing facilities and infrastructure in schools. The quality of the school's facilities and infrastructure will also greatly influence the quality of education or learning at the school. For this reason, educational facilities and infrastructure require good management so that the quality of education can be improved. Apart from that, optimizing educational facilities and infrastructure, what needs to be done is adjusting the management of facilities and infrastructure.

Of the 8 existing national education standards, infrastructure is an important thing to discuss, because the implementation of facilities and infrastructure really requires management, Mulyasa (2004). A SMP/MTs must at least have the following facilities: (1). classroom, (2). library room, (3). science laboratory room, (4). leadership room, (5). teacher's room, (6). administrative room, (7). place of worship, (8). counseling room, (9). UKS room, (10). student organization space, (11). latrine, (12). warehouse, (13). circulation space, (14). place to play/exercise (BSNP: National Education Standards Agency).

As for efforts that can be made to optimize educational facilities and infrastructure in schools, the things that need to be done are:

#### 1) Planning educational facilities and infrastructure

Facilities and infrastructure in school education must previously be planned before they are procured. According to Mustari (2014), planning educational facilities and infrastructure is a process of analyzing and also determining all forms of needs needed during the teaching and learning process,

giving rise to the term facilities and infrastructure as a needs that are very necessary / primary needs and are needs that support the learning process. Planning is also work that is to be carried out with the aim of achieving what is desired. Planning for the procurement of facilities and infrastructure also intends to detail and design the purchase, procurement, rehabilitation, distribution and manufacture of equipment, as well as the procurement of equipment according to school needs.

## 2) Procurement of Educational Facilities and Infrastructure

Procurement of facilities and infrastructure is an activity that provides all educational facilities and infrastructure needed for the continuity of the learning process so that it can achieve previously determined goals (Banurea, 2017).

If we refer to Presidential Decree No. 80 of 2003 which has been perfected with Ministerial Decree Number. 24 of 2007. Process of procuring educational facilities and infrastructure in schools usually requires several procedures that must be followed, namely: (1) the function and needs of facilities and infrastructure are analyzed, (2) the required facilities and infrastructure are qualified, (3) make a proposal for the procurement of facilities and infrastructure to the government, (4) the government reviews feasibility for approval of the procurement of facilities and infrastructure at the school, (5) when it has been approved, the government will send the facilities and infrastructure that have been previously proposed. The methods for procuring facilities and infrastructure are: (1) purchasing, (2) making your own, (3) grant/giving, (4) renting, (5) borrowing, (6) recycling, (7) exchanging and (8) recommendations

## 3) Maintenance of Facilities and Infrastructure

Maintenance of educational facilities and infrastructure is an activity carried out to keep all existing facilities and infrastructure in good condition and can be used and utilized in the learning process. Nuralina (2020). The main aim of maintaining these facilities and infrastructure is to be able to optimize the lifespan or lifespan of all existing facilities and infrastructure.

## 4) Inventory of Educational Facilities and Infrastructure

All schools are obliged to carry out an inventory of all state property in the school in a regular, orderly and complete manner. The person responsible for carrying out the physical inventory and filling in the inventory list of state property in the school is the school principal.

The inventory of educational facilities and infrastructure includes several activities, namely; (1) recording items in the inventory book, (2) creating a code and attaching it to each item, (3) creating an inventory report (Bafadal, 2014).

If you look at Government Regulation Number 28 of 2020, Article 85 which regulates the use of goods to be inventoried, namely BMN (State Property) at least 1 (one) time in 5 (five) years. Where the school or Property User must provide a report of the results of the inventory carried out to the Property Manager no later than 3 (three) months after completing the inventory report.

The steps that must be taken in inventorying BMN (State Property) are all listed in Appendix III PMK 181/PMK.06/2016, namely: 1) The first step is to form an inventory team; & 2) Then carry out

the preparation stages, implementation stages, reporting stages and finally the follow-up stages from source documents/data as comparative data during the inventory as well as implementation documents and output documents from the implementation of the BMN inventory.

As an effort to optimize the implementation of BMN (State Property) inventory for users of these goods, it is very necessary to create a priority scale in its implementation.

#### 5) Elimination of educational facilities and infrastructure

Deletion of facilities and infrastructure is the activity of removing tools or equipment from the school facilities and infrastructure inventory book in accordance with existing deletion provisions. According to (Alfaizah et al., 2021) Removal of these facilities and infrastructure will be carried out by selecting and recording then reporting damaged goods or facilities, then selling, auctioning or giving them to other parties as grants or gifts.

## **METHOD**

This research uses a qualitative method approach. A qualitative research approach is research that describes phenomena that occur by telling the actual situation or facts, where the data and all data sources in this research are obtained by researchers from interviews with several informants, observations and documentation. Qualitative research itself can be seen from its meaning according to Saifullah & Tabrani, (2015) as a process of research carried out to understand various forms of human social phenomena by providing a comprehensive picture of an event which will then be expressed in words, provide detailed reporting from the sources of the researched informants, and is carried out naturally and in accordance with real or actual circumstances.

This research is a form of descriptive analysis, namely where the research conducted only focuses on a particular case, in this case the researcher attempts to conduct research by raising cases regarding the standard of facilities and infrastructure at SMP 35 Medan to be observed and analyzed carefully until complete. (Endraswara 2012), which in this research is about the standards of facilities and infrastructure that exist at SMP 35 Medan.

In the context of qualitative research, phenomena can be explained as something that exists and appears in research awareness by means and explanations of how certain processes used by researchers make things clear and correct.

## **RESULTS AND DISCUSSION**

### **RESULTS**

Based on the results of the researcher's observations, the procurement of educational facilities and infrastructure at SMP Negeri 35 Medan began with making a proposal. The process of procuring facilities and infrastructure is carried out by deliberation with the school development team. The team includes the principal, facilities and infrastructure managers, teachers and parents through committee meetings. Procurement of facilities and infrastructure is adjusted to the priority scale of program activities. The funds used were obtained from the government, school funds and assistance from

students' parents. The educational facilities and infrastructure at SMP Negeri 35 Medan have been utilized by the entire school community. Utilization of facilities and infrastructure such as laboratories, LCD projectors, etc. is adjusted to the materials and methods to be used by subject teachers. The teacher has full responsibility for the use of educational facilities and infrastructure.

Meanwhile, SMP Negeri 35 Medan is also equipped with facilities that are in accordance with existing standards of facilities and infrastructure or that must be owned by SMP/MTs, namely (1). classroom, (2). library room, (3). science laboratory room, (4). leadership room, (5). teacher's room, (6). administrative room, (7). place of worship, (8). counseling room, (9). UKS room, (10). student organization space, (11). latrine, (12). warehouse, (13). circulation space, (14). a place to play/exercise that is still appropriate and in good accordance with the standards of National educational facilities and infrastructure used to support the learning and teaching process at SMP Negeri 35 Medan.

### **Facilities and Infrastructure Planning Process at SMP Negeri 35 Medan**

Planning for management of educational facilities and infrastructure at SMP Negeri 35 Medan, namely that this school has skilled and good administrative staff, apart from that there is high support from all school members including parents of students in the process of implementing the program. Meanwhile, in my opinion, the inhibiting factor is the standards that must be met as national standard schools so we need to reorganize everything regarding facilities and infrastructure, in my opinion the issue of funding can be both an obstacle and a supporter, for example if the funds are not enough and the needs are high then it will be an obstacle. implementation of management otherwise if the fund meets the standards.

Planning for facilities and infrastructure at SMP Negeri 35 Medan is outlined in the form assistance comes from 2 sources, namely BOS funds and assistance from the Education Department. Meanwhile, if the funds come from the APBD, before getting them, the school must make a proposal, namely a proposal for submitting a plan for the procurement of educational facilities and infrastructure other than the APBD. The school can also make a proposal to be submitted to the Department of Youth and Sports if the facilities and infrastructure are regarding sports facilities and infrastructure, or the school can also propose the procurement of educational facilities and infrastructure to the PERKIM service if the facilities and infrastructure involve planning to increase the number of buildings.

Planning the procurement of goods, this activity begins at the beginning of the school year only through work meeting activities to discuss and plan regarding facilities and infrastructure that is not yet optimal. Procurement of facilities has been optimal in implementation given direct authority by the principal to the class teacher and eye teacher lessons to purchase the equipment needed to support the activity process learn how to teach.

### **Process of Procurement of Educational Facilities and Infrastructure at SMP Negeri 35 Medan**

Management of educational facilities and infrastructure at SMP Negeri 35 Medan. The condition of the facilities and infrastructure owned by the school is still very good and suitable for use so that it can be utilized properly by all school members in the educational process. Storage of goods is carried out by staff in charge of each area of facilities and infrastructure. infrastructure, before borrowing items, school members must contact the officer responsible for the facilities and infrastructure that will be used after that, fill in the list of items borrowed, this is done so that items can be properly checked coming in and out of the school.

After planning and making submissions or proposals for submitting facilities and infrastructure to parties who wish to request assistance from these funding sources, after that the school immediately provides the proposal to the relevant parties.

If the proposal for facilities and infrastructure made by the school is addressed to the government in the form of BOS funds and assistance from the education department, then the school then holds a meeting at the school and then after the meeting is finished and the proposal plan is approved by all school parties then the next step is to The school will make the submission in the Application. ARKAS is The School Activity Plan and Budget application is an information system that utilizes information and communication technology to facilitate planning, budgeting, implementation and administration as well as accountability for education unit operational assistance funds (BOSP) in primary and secondary education units nationally.

Then after obtaining approval for the ARKAS Application by the Education Office, after that the process of procuring educational facilities and infrastructure can be carried out. Distribution is carried out optimally, because of responsibility procurement of goods is given directly to class teachers and subject teachers. The use of facilities and infrastructure is optimal, carried out by the class teacher or teachers subjects. Its use is carried out to help smooth the process learning. All facilities and infrastructure at cared for and maintained together with coordination by a guarantor answer. However, maintenance is not well coordinated. Inventory already

## **DISCUSSION**

### **Facilities and Infrastructure Maintenance Process at SMP Negeri 35 Medan**

The process of maintaining facilities and infrastructure carried out at SMP Negeri 35 Medan can be carried out by checking every six months, carried out by the Head of the Facilities and Infrastructure Division. The maintenance process in the facilities and infrastructure at SMP Negeri 35 Medan is also not focused only on checking which is carried out once every six months, but the process of maintaining the facilities and infrastructure also looks at the condition of the facilities and infrastructure which can be repaired or is no longer suitable. or to be replaced with a new one if there is damage to it.

Apart from routine checks and checks every six months, maintenance of facilities and infrastructure at SMP Negeri 35 Medan is also carried out by making an inventory number, then in the

field of facilities and infrastructure all teachers and administration staff, students and students of SMP Negeri 35 Medan and all school residents are obliged to maintain and care for all facilities and infrastructure so that they do not quickly become damaged. To use facilities or infrastructure such as laboratory rooms or computer labs, the school usually schedules each class in turn, then students who have finished practicing are required to clean and tidy up the room again. Teachers also allow students to use the facilities and infrastructure that are available if the teacher has given permission to the student to prevent loss or damage.

Facilities and infrastructure are very important supporting factors in the world of education apart from teaching staff. Education will never run well without adequate facilities and infrastructure. Facilities and infrastructure will not be fulfilled without management carried out in the relevant educational institutions and with the management of educational facilities and infrastructure they will be empowered for the learning process. (Zakiyawati et al. 2021)

Educational facilities and infrastructure can basically be grouped into four groups, namely land, buildings, equipment and school furniture (side, building, equipment and furniture). So that all these facilities make a meaningful contribution to the course of the educational process, they must be managed well. The management in question includes: (1) planning, (2) procurement, (3) use, (4) maintenance and (5) disposal. (Zakiyawati et al. 2021)

Facilities are tools that can be moved and moved in their use, for example blackboards, chalk, tables, chairs, wall clocks, posters, slide boards, swings, and so on, while infrastructure are tools that cannot be moved and moved. in its use, for example classrooms, principals' rooms, playrooms, bathrooms, and so on. Educational facilities are equipment that is directly used for the educational process, such as tables, chairs and learning media. Educational infrastructure is facilities that indirectly support the educational process, such as yards, gardens and parks (Wardani et al. 2022)

Infrastructure means tools that are not directly used to achieve educational goals, for example: location or place, school buildings, sports fields, money and so on. Learning infrastructure are facilities that indirectly support the teaching process, such as yards, gardens, school parks, roads to school and so on. (Kusyanti 2022)

### **Process of Inventory of Educational Facilities and Infrastructure at SMP Negeri 35 Medan**

Mrs. Arafah Fadillah S.Pt as the head of Administrative staff at SMP N egr i 35 Medan said "Inventory is carried out by the goods administrator at the school (mother) through the SIMBADA application (Regional Goods and Asset Management Information System) because all goods purchased by the school are fixed assets are then calculated as PEMKO Medan Assets. Every item entered through the application will have an item code number. "This item code number will later be included on every item that has been registered as a regional asset in the Simbada application."

When referring to government regulation no. 19 of 2005 concerning national education standards (SNP) relating to facilities and infrastructure standards, every school is required to have facilities and infrastructure including: land, classrooms, funding process rooms at SMP N egr i 35 Medan that are in

accordance with government regulations and administration. has been set.

So that the process of managing school facilities and infrastructure can run optimally in supporting the learning process, a school principal is needed who is capable and understands the management of school-based educational facilities and infrastructure. This national education standard is the basic reference held by education managers and school principals in implementing education which includes all forms of policy and implementation of managerial, financial and organizational arrangements, and all educational system resources that have been realized as a result of legalization at the parliamentary level or at the authority level. (Suban and Ilham 2023)

educational unit leaders, teaching rooms, administration rooms, classrooms, library rooms, laboratory rooms, canteens and other rooms needed to support the learning process. For this reason, adequate educational facilities and infrastructure will have a big influence on the success of the educational process (Nafindra and Rifqi 2022)

However, what is more important is that it is not only available in full but also requires good management. So what is the meaning of all the availability of infrastructure if there is no good management. This also proves that the management of educational facilities and infrastructure has a big influence on achieving efficient and effective use of educational facilities and infrastructure and influences the quality of learning services.(Yuniawan 2014)

Management has certain standards. Management standards are national education standards relating to the planning, implementation and supervision of educational activities in educational units, districts/cities, provinces or nationally in order to achieve efficiency and effectiveness in the implementation of education.(Asyari et al. 2022)

Management of learning facilities and infrastructure aims to provide work systematics in managing education in the form of learning facilities, so that educational operational tasks can be carried out effectively and efficiently towards the targets or objectives that have been set. In the process of managing facilities and infrastructure, the process of managing facilities and infrastructure includes planning, procurement, distribution, use, maintenance, inventory and write-off.(Huda and Hakim 2020)

### **Process of Removing Educational Facilities and Infrastructure at SMP Negeri 35 Medan**

Minister of Home Affairs Regulation Number 19 of 2016 defines deletion as the act of removing regionally owned goods from the list of goods by issuing a decision from an authorized official to release Property Managers, Property Users or Proxy of Property Users from administrative and physical responsibility for goods under their control.

The write-off of goods at the SMP Negeri 35 Medan school is usually because the goods have lost their useful value, can no longer be used or because they have been lost. Mr Drs. Ali Amsyah said, "Sometimes goods or facilities and infrastructure that are no longer suitable for use are left to rot or are set aside for disposal," he said.

From here, researchers see that there are still several processes for eliminating facilities and infrastructure that have not been carried out perfectly. However, the overall management process of existing facilities and infrastructure is optimal and in accordance with existing National education standards. Infrastructure is a facility that indirectly supports the educational or teaching process, such as: yard, garden, park, road, but if it is used directly for the teaching and learning process, such as a park for teaching biology, a yard as a sports field, these components are facilities education.

Overall facility management following applicable regulations. Planning for the procurement of facilities and infrastructure has gone according to what was expected and Good Management Indicators have followed the instructions of Permendiknas 24 of 2007 concerning standards for facilities and infrastructure for the management and maintenance of facilities and infrastructure has gone well following the provisions.

According to the Ministry of National Education, educational infrastructure is all basic equipment that indirectly supports the implementation of the educational process in schools Educational facilities are all facilities in the form of equipment, materials and furniture that are directly used in the learning process at school.

Meanwhile, educational infrastructure is everything that indirectly supports the educational process. Learning facilities aim to facilitate the delivery of teaching material, in the sense of all kinds of equipment used by teachers and students to make it easier to deliver and receive learning material. Meanwhile, learning infrastructure is to facilitate the implementation of education in the sense of all kinds of equipment, supplies and objects used by teachers and students to facilitate the implementation of education.(Annisa, Rahayuningsih, and Anna 2023)

Facilities and infrastructure in education are very important to improve the quality of the teaching and learning process in schools. The principal is responsible for managing the facilities and infrastructure at the school. The implementation of teaching and learning in schools will be exposed to obstacles if the facilities and infrastructure are inadequate.(Nasrudin and Maryadi 2019)

The objectives of this research are 1) to describe the importance of facilities and infrastructure in improving the quality of learning, 2) to know how to plan, manage, use and maintain facilities and infrastructure in schools, 3) indicators of good infrastructure management to improve school quality 4) school readiness in preparing facilities and infrastructure supporting learning in the 4.0 era.(Ellong 2018)

Educational facilities and infrastructure in schools. Educational facilities are equipment and supplies that are directly used to support the educational process, for example books, laboratories, libraries and so on. Meanwhile, educational infrastructure is facilities that indirectly support the course of the educational process, for example the location/location of school buildings, playing fields, money and so on. In this way, educational facilities and infrastructure are very important, so that the management of educational facilities and infrastructure requires serious attention to realize a good supporting capacity for the learning process. Facilities and infrastructure cannot be ignored in the

education process. Because, without facilities and infrastructure, the implementation of education will not run well. (Nurul Husniyah, Ika Ratih Sulistiani 2019)

School standards are very dependent on the provision, adequacy, unitization and management of educational facilities and infrastructure. School facilities are physical resources that facilitate effective teaching and learning. Facilities included are classrooms, laboratories, libraries, equipment, consumables, electricity, water, visual and audio visual aids, study tables, study chairs, play areas, storage rooms and toilets(Fiky Ariestia, Bambang Prasetya Adhi, and Widodo 2023)

Facilities include furniture, educational equipment, educational media, books and other learning resources, consumable materials, land, classrooms, educational unit leadership rooms, educators' rooms, administration rooms, library rooms, laboratory rooms, workshop rooms, unit rooms production, canteen room, power and service installations, sports place, place of worship, play place, recreation place(Siswanto and Hidayati 2020)

There are several facilities and infrastructure in the school that need attention, namely the Biology and Physics Natural Sciences (IPA) Laboratory room, the Language Laboratory room, the library room, latrines, the Social Sciences (IPS) Laboratory room, and the Intra Student Organization room. School (OSIS). Some of these spaces need to be managed well, so that they are not only displays in the school but can also be useful for the school community (Soro et al. 2023)

The existence of educational facilities and infrastructure is very important for the smoothness of the teaching and learning process, with complete facilities and infrastructure, the need for media and learning tools will be met. The teaching and learning process will be good and attractive. School building conditions are poor and unattractive, classrooms are crowded. , the lack of availability of recreational facilities and the surrounding aesthetics will contribute to the poor quality of the teaching and learning process and no achievement of the quality of student education at school. The existence and quality of facilities and infrastructure will influence the course of the teaching and learning process (Nurmayuli 2022).

## **CONCLUSIONS AND SUGGESTIONS**

### **CONCLUSION**

Based on the discussion above, it can be concluded that facilities and infrastructure are important things that support the effectiveness of the learning process in schools and facilities and infrastructure must be in accordance with National education standards that have been set by the government in Indonesia. The facilities and infrastructure management process is (1) planning educational facilities and infrastructure, (2) procurement of educational facilities and infrastructure, (3) maintenance of educational facilities and infrastructure, (4) inventory of educational facilities and infrastructure, and (5) Removal of educational facilities and infrastructure education must be implemented perfectly so that the school is in accordance with the processes and standards for management of educational facilities and infrastructure that have been determined, but if you look at the overall process of

management of existing facilities and infrastructure at SMP Negeri 35 Medan, it is optimal and in accordance with national standards existing or established education.

Because if the facilities and infrastructure are not in accordance with the SNP (National Education Standards) which are the minimum standards that must be realized, then the learning process will not be carried out effectively and efficiently. And the management of facilities and infrastructure that is not yet optimal will indicate that educational institutions have not implemented SNP (National Education Standards).

## SUGGESTION

It is hoped that the results of this research can become a source of reference and support for other researchers who wish to conduct research related to facilities and infrastructure management. Apart from that, researchers also suggest that further research should be done regarding facilities and infrastructure management.

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