

## ABSTRAK

**Muhammad Iberahim**, *“Manajemen Sarana dan Prasarana SMK Swasta di Kabupaten Hulu Sungai Tengah (Studi Pada SMK Al-Hidayah, SMK Kesehatan Mursyidiyah, dan SMK Muda Kreatif)”* Dosen Pembimbing (1) Dr.Ahmad Salabi, M.Pd dan (2) Dr. Hj. Sessy Rewetti Rivilla, M.M.Pd. Tesis pada Program Pascasarjana UIN Antasari Banjarmasin, Program Studi Manajemen Pendidikan Islam, 2021.

**Kata Kunci:** Manajemen Sarana dan Prasarana SMK Swasta di Kabupaten Hulu Sungai Tengah.

Sarana dan prasarana merupakan suatu hal yang diperlukan untuk mencapai tujuan pendidikan, tujuan pendidikan akan tercapai dengan baik apabila dilengkapi dengan sarana dan prasarana yang memadai sehingga memperlancar proses kegiatan belajar mengajar. Penelitian ini bertujuan untuk mendeskripsikan pelaksanaan manajemen sarana dan prasarana yang meliputi perencanaan, pengadaan, inventarisasi, pemeliharaan, dan penghapusan pada SMK Al-Hidayah, SMK Kesehatan Mursyidiyah, dan SMK Muda Kreatif.

Penelitian ini termasuk jenis penelitian lapangan, kategori deskriptif dengan pendekatan kualitatif. Lokasi penelitian ini ditentukan sebanyak tiga sekolah swasta yang dianggap tepat untuk penelitian yang dilakukan, yaitu SMK Al-Hidayah, SMK Kesehatan Mursyidiyah, dan SMK Muda Kreatif. Teknik pengumpulan data dilakukan dengan cara, wawancara, observasi dan dokumentasi. Teknik analisis data dengan metode diskriptif dan metode interpretatif. Pengecekan keabsahan data dengan memperpanjang penelitian, ketekunan pengamatan, dan triangulasi.

Hasil penelitian ini menunjukkan bahwa pelaksanaan manajemen sarana dan prasarana di tiga sekolah swasta ini sudah dilaksanakan dengan prosedur yang ada, dari perencanaan, dengan melakukan rapat, menganalisis kebutuhan sekolah, dan melihat anggaran yang ada, pengadaan, rapat terlebih dahulu, melihat kebutuhan yang diperlukan sekolah, melihat pendanaan yang ada, dan cara pengadaannya dengan membeli langsung, membuat proposal, dan dari yayasan. Inventarisasi, dilakukan dengan KIB (kartu inventaris barang), mencatat semua barang sekolah, melakukan pengklasifikasian dan kode barang sesuai sumber dananya dan tahun berapa didapat, pemeliharaan, memiliki struktur kepengurusan di setiap ruangan laboratorium, upaya pemeliharaan yang dilakukan membuat rincian pemeliharaan, dilaporkan kepada kepala sekolah, diteruskan ke bendahara, dan penghapusan, masih belum maksimal dilaksanakan dan juga ada 2 sekolah swasta yang belum dilaksanakan, akan tetapi berdasarkan hasil temuan di lapangan terkait dengan syarat penghapusan dan tahap dalam penghapusan sudah sesuai dengan kriteria yang ada.

## ABSTRACT

**Muhammad Iberahim,** *"Management of Private Vocational High School Facilities and Infrastructure in Hulu Sungai Tengah Regency (Studies at Al-Hidayah Vocational School, Mursyidiyah Health Vocational School, and Creative Young Vocational School)"* Supervisor (1) Dr.Ahmad Salabi, M.Pd and (2) Dr. Hj. Sessy Rewetti Rivilla, M.M.Pd. Thesis on the Postgraduate Program of UIN Antasari Banjarmasin, Islamic Education Management Study Program, 2021.

**Keywords:** Management of Private Vocational High School Facilities and Infrastructure in Hulu Sungai Tengah Regency.

Facilities and infrastructure are things that are needed to achieve educational goals, educational goals will be achieved properly if equipped with adequate facilities and infrastructure so as to facilitate the process of teaching and learning activities. This study aims to describe the implementation of facilities and infrastructure management which includes planning, procurement, inventory, maintenance, and deletion at Al-Hidayah Vocational School, Mursyidiyah Health Vocational School, and Creative Young Vocational School.

This research is a type of field research, descriptive category with a qualitative approach. The location of this research was determined by three private schools that were considered appropriate for the research conducted, namely Al-Hidayah Vocational School, Mursyidiyah Health Vocational School, and Creative Young Vocational School. Data collection techniques were carried out by means of interviews, observations and documentation. Data analysis techniques with descriptive and interpretive methods. Checking the validity of the data by extending the research, persistence of observation, and triangulation.

The results of this study indicate that the implementation of facilities and infrastructure management in these three private schools has been carried out with existing procedures, from planning, by conducting meetings, analyzing school needs, and looking at the existing budget, procurement, meeting beforehand, seeing the needs needed by the school. , see the available funding, and how to procure it by buying directly, making proposals, and from foundations. Inventory, carried out with KIB (goods inventory card), recording all school items, classifying and coding goods according to the source of the funds and what year they were obtained, maintenance, having a management structure in each laboratory room, maintenance efforts made to make maintenance details, reported to the head schools, forwarded to the treasurer, and the abolition, is still not maximally implemented and there are also 2 private schools that have not been implemented, but based on the findings in the field related to the requirements for elimination and the stage in the elimination is in accordance with the existing criteria.