

WARRINGTON BOROUGH COUNCIL

**STOCKTON HEATH COMMUNITY
SCHOOL**

BUILDING WORKS NEWSLETTER

WARRINGTON BOROUGH COUNCIL

STOCKTON HEATH COMMUNITY PRIMARY SCHOOL

BUILDING WORKS NEWSLETTER

9th MARCH 2006 17:30 to 18:30

Purpose of this meeting – to update parents and carers of pupils of Stockton Heath Community Primary School on:

- Changes to the school organisation, i.e. curriculum, access;
- Building Works;
- Health & Safety;
- School Meals;
- Archaeological Programme and
- Termly Update.

A planning application has been submitted which will be reviewed at a special Development Control Committee on the 20th March 2006 (change of date from 15.3.06 or 5.4.06 as notified in the letter to you) at the Town Hall. A schedule of works has had to be prepared in advance of the planning application decision but the decision has still not been made.

- **“IF”** the planning application is refused then the programme of works will be put on hold, the reasons for the refusal reviewed and appropriate decisions made.
- **“IF”** the planning application to build the new school is approved the programme of work will begin.

Recorded below are the changes to the school’s day to day organisation, the details of the building work to be carried out over the summer term and a general outline of the full building programme for your information:

- **Changes to the School Organisation**

- **School Hall** – some changes will be required to the school’s timetable to accommodate various users to the school’s hall, i.e. the serving of school meals and one of the Stay and Play’s Link Club, due to the removal of the kitchen/dining HORSAs hut.

Please note that the second Stay and Play club will remain in the Year 6 HORSAs building until the end of the summer term and then they will also move into one of the school’s halls.

- The following sessions have been established to accommodate the various users within the hall:

Lower Hall – Summer Term 2006		
Session 1	9.55-9.55	School Use
Session 2	10.10-11.25	School Use
Session 3	11.30-13.20	Lunches (same sittings as current arrangement)
Session 4	13.20-14.10	School Use
Session 5	14.10-14.40	KS1 Assembly

Upper Hall – Summer Term 2006		
Session 1	9.55-9.55	School Use
Session 2	10.10-11.25	School Use
Session 3	11.30-13.20	School Use
Session 4	13.20-14.10	School Use
Session 5	14.10-14.40	KS2 Assembly
Session 6	14.40-18.30	Stay & Play

Playground Rota – Summer Term 2006			
Key Stage	Morning Play	Lunchtime	Afternoon Play
One	9.55-10.10	12.00-12.45	14.10-14.25
Two Upper Lower	10.15-10.30 (children to use all of the playground)	12.15-13.00 12.30-13.15	Not Applicable

- **Year 2 Access Arrangements – April 2006 to July 2007** – due to the installation of the temporary kitchens Year 2 pupils will access the school via the side entrance.
- **Change of Classroom/Staffroom** – the current Year 1 class situated in the wing (Mrs Gater and Mrs Realffs’ classroom) will transfer to the current staffroom. It was considered more appropriate to relocate the staffroom closest to the building works. This will take place during the Easter holidays.

- **Building Works** – various enabling works are required during the Easter holidays to accommodate the transferring of the kitchen facilities to the mobile kitchen and Stay and Play Link Club to the school hall, as detailed below. Further key dates are also indicated:

Date	Description of Work or Activity
7 th April 2006	School closes for Easter Holidays
8 th April 2006 to 23 rd April 2006	Enabling works take place over Easter Holidays: <ul style="list-style-type: none"> • Works to boundary walls to form new entrance on Egerton Street; • Window Infills on the two classrooms closest to site works (i.e. SEN and current Year 1 classrooms); • Transfer of Year 1 classroom and staffroom; • Install temporary kitchen.
24 th April 2006	School opens for Summer Term
2 nd May 2006	Commence the demolition of the kitchen/dining Horsa Hut
30 th May 2006 to 21 st July 2006	Archaeological Dig
Early July 2006	Archaeological Public Open Day
10 th July 2006 to 14 th July 2006	Schools Archaeological Programme
21 st July 2006	School closes for summer holidays
24 th July 2006	Main building contract commences
During summer holidays	Two classroom mobile building installed
During summer holidays	Year 6 Horsa Hut demolished
5 th September 2006	School commences Autumn Term

Date	Outline of General Programme
20 th March 2006	Development Control Committee at Town Hall
8 th April 2006	Enabling works begin
13 th April 2006	Tender period begins
26 th May 2006	Tender Documents Returned
29 th May 2006	Tenders Evaluated
26 th June 2006	Executive Board – Appointment of Contractors
24 th July 2006	Contract Start
September 2007	Occupation of new build
December 2007	External works completed

- **Health and Safety** – issues are of major priority throughout, the following will be established:
 - Unrestricted access to the site will not be possible.
 - The site will be secured with the erection of a fence around the building site.
 - All risks during the period of construction have been carefully analysed and principles for protection have been established.
 - A Planning Supervisor has been appointed to put together the pre tender health and safety plan. This is then taken on board by the contractor who develops and implements his own construction phase health & safety plan. This plan needs to be submitted to the Planning Supervisor for approval.
 - Appropriate training will be provided to the pupils of the school to make them aware of the care that is required close to building works.
 - Levels of Noise at Work Regulations will be enforced to ensure that there is no excessive disruption.
 - The Council's Health and Safety Officer will regularly visit the site to monitor the site and ensure that all health and safety requirements are met.

- **School Meals/Mobile Kitchen**
 - One of the HORSAs buildings (kitchen/dining) will be demolished for the start of the site works for the archaeological sterilisation and building development.
 - A new mobile kitchen will be delivered and installed at the school site to ensure continuity in the delivery of the school meals service.
 - The mobile kitchen is a fully operational kitchen. Very little change, if any at all, will be made to the current menu offer.
 - Some equipment from the mobile kitchen will be transferred to the new kitchen when the school is built.
 - The mobile kitchen will be positioned at the back of the school and in front of the existing Nursery building, sufficient access to both will be available.
 - The meals will be served from hot and cold servery counters in the school hall. Pupils will eat their meals in the school hall.
 - Health & Safety legislation has been considered and actioned within the temporary arrangements.
 - The kitchens fully comply with all fire regulations.

- **Archaeological Programme**
 - Activities of the Romans in Stockton Heath and Wilderspool have been well documented over the years. Reference is made to the Roman Road on Ordnance Survey Plans and other documents.
 - During the course of the feasibility study for the new building an on-site archaeological investigation was carried out to discover the extent of Roman remains on the site. A trial trenching exercise was undertaken which revealed a well-preserved Roman road, fragments of pottery, fabric and various pieces of metalwork.
 - The proposal is now to complete an excavation of the footprint of the new building. This will involve removal of artefacts during the summer term before the main building works commence.
 - The school will be invited to participate in an organised programme of the archaeological investigation. The involvement of the school will be

utilised as an education experience for the children and will be guided by specialist archaeologists and staff from Warrington Museum. An open day for the public will be organised to enable the public to view the archaeology.

- **Providers** – both Little Lot Nursery and Stay and Play after school club will continue to offer their services to the community from the school. Little Lot will remain in their accommodation until the new building is completed. The transfer over to the school building for Stay and Play will begin after the Easter holidays with one club operating from the school hall. From the summer holidays both clubs will operate in the school halls. Both providers will transfer to the new building when it opens in September 2007.

- **Termly Update** – suggestions are sought for the best method/time to update parents and carers of the pupils of Stockton Heath Community Primary School.
 - A meeting could be held in May to provide an update on any of the issues which have been implemented during the summer term and to hear any concerns that may be raised during this time; and/or
 - At the end of the summer term when the appointment of the contractor will be known (depending on the planning application decision and the achievement of the building programmed as specified).

Further Information – if you require any further information please contact Julie Hall at Warrington Borough Council, Children's Services Department, New Town House, Buttermarket Street, Warrington, WA1 2NJ or by telephone 442948 or by e-mail at jhall@warrington.gov.uk.



Proposed all weather pitch
NEW BUILD STAGE THREE.

all trees within the site
around the ground area
with chestnut poles for
duration of the contract

EXISTING HURSTY BLOCK
to remain in use during Phase 1
and to be demolished as part of PHASE TWO.

existing school

existing school demolition
NEW BUILD STAGE TWO.

EAFTER 2006
board up windows
to end elevation
prior to new build
commencement.

Boarding with safety net fencing
to full height of scaffolding erected
single storey wing and adjacent area

LINE OF TEMPORARY HERAS TYPE
BLOCK AND MESH SITE FENCING
with feet forward to new build site

Proposed new school building.
finished ground floor level..... 14.750
NEW BUILD STAGE ONE

TEMPORARY MOBILE UNITS
required throughout contract
for existing facilities.
permitted development

EAFTER 2008
board up windows
to end elevation
prior to new build
commencement.

TEMPORARY HERAS TYPE BLOCK AND MESH SITE FENCING
TO BE PL WOOD FACED AND INCLUDE VIEWING WINDOWS TO
SCHOOL JUNCTION ONLY AND INCLUDE VIEWING WINDOWS TO
foot forward to new build site

EXISTING SITE TO BE DEMOLISHED
as part of NEW BUILD STAGE TWO
Boundary wall to remain at
height of adjacent walls.

TEMPORARY MOBILE CLASSROOM
required throughout contract providing
2 rooms + toilet facilities.

existing mobile classrooms
to remain undisturbed

for phase 2 and 3 all trees within
the site to be preserved around
the ground area of the crown
with chestnut pole fencing 1.0m high
for the duration of the contract
all trees indicated on
planting plan are existing

existing mobile classrooms
to remain undisturbed

EXISTING CLASSROOM
to be demolished
as part of NEW BUILD
STAGE ONE.

parking restrictions to be enforced for duration of phase 2 and 3 to both sides

all paved access
to be permanently
retained

existing playground
to be permanently
retained

all paved access
to be permanently
retained

P A C K L E Y S T R

WARRINGTON BOROUGH COUNCIL

STOCKTON HEATH COMMUNITY PRIMARY SCHOOL

ADDITIONAL NOTES TO THE PROPOSED PHASING OF WORKS PLAN (REF A74/03D)

All contractors access into the site to be from West Avenue into site compound area through temporary access gates within the Heras fencing. All vehicles travelling across the site are to be accompanied by a banksman. Delivery vehicle drivers are to report to site agent before entering the site. All contractors vehicles are to be parked within the compound unless by prior arrangement.

Vehicular access will not be allowed on the site between the hours of 8.15 to 9.00 and 14.50 to 15.30 (hours to be confirmed) unless the school holiday break is in progress. The school day starts at 8.45 and finishes at 15.00. Contractor to prearranged delivery times to be used where possible.

Regular cleaning of access road and highway surfaces will be required to prevent site debris causing inconvenience for other users.

The contractor is to cordon compound areas with HERAS fencing – or equal approved and to retain a secure compound at all times – all to be agreed prior to contract. No materials, tools, etc. are to be left unattended outside the compound / site areas. Compound area to be reinstated on completion of the contract as indicated on the external works drawing.

NOTE:

1. The contractor is to take extreme care crossing the site at all times.
2. All contractors operatives – employees and subcontractors are to wear identification badges and must not access the school area during their occupation without prior arrangement.
3. Contractor is to maintain a site visitors book which all operatives must sign in and out of.
4. The contractor must have a site agent on site at all times when work is being carried out.
5. Detailed dilapidation photos of the site, boundaries and access route will be required to establish existing condition of surfaces before contract commences.
6. Consideration to surrounding users must be taken into account when using machinery within the vicinity of occupied areas.
7. Site access / restrictions during term times to be confirmed:
 - a. Arrival 8.15 to 9.00 and departure 14.50 to 15.30
8. Little Lot Nursery hours term time:
 - a. Morning session – arrival 9.00 to 9.20 and depart 11.30 to 12.00
 - b. Afternoon session – arrival 13.00 to 13.15 and depart 15.00 to 15.30
9. Stay and Play Link Club
 - a. Opens 7.30 and finishes 16.00 to 18.00 variable. Some children may leave the school unaccompanied.

10. Deliveries

- a. Fruit delivery Wednesdays and Fridays weekly;
- b. Kitchen deliveries every day;
- c. Bins service every Thursday;
- d. Oil deliveries before 11.00 or after 15.15 as required.

11. School terms and holidays:

- a. Spring second half term – Monday 27th February 2006 to Friday 7th April 2006;
- b. Summer first half term – Monday 24th April 2006 to Friday 26th May 2006;
- c. Summer second half term – Monday 12th June 2006 to Friday 21st July 2006;
- d. Autumn first half term – Teachers: Tuesday 4th September 2006, Pupils: Thursday 6th September 2006 to Friday 20th October 2006;
- e. Autumn second half term – Monday 30th October 2006 to Wednesday 20th December 2006;
- f. Spring first half term - Wednesday 3rd January 2007 to Friday 9th February 2007;
- g. Spring second half term – Monday 19th February 2007 to Friday 30th March 2007;
- h. Summer first half term – Monday 16th April 2007 to 25th May 2007;
- i. Summer second half term – Monday 11th June 2007 to Tuesday 24th July 2007;
- j. Repeat holiday above through to Christmas 2007 unless otherwise confirmed.

12. Link Club

- a. Open all year except Christmas
- b. Open all day and all school holidays.
- c. Arrival and collection of pupils any time of day.