

## Site Team Report - In house projects since February 2019

### Executive Summary

During the Spring term the site team's main priority has been to prepare the Bancroft building for demolition. This pre-demolition work has now almost been completed, with literally hundreds of hours of the site teams time being directed towards the task and many miles covered to achieve this feat. This work has been completed both inside and outside of the schools normal operational window. Some minor projects concerned with the work are listed in greater detail within the next section of this report, but other aspects of the work include the disconnection and movement of equipment in the 6<sup>th</sup> Form common room store, then the relocation of the entire art store to this area. The removal of all of the old furniture that was distributed throughout the various rooms of Bancroft, and the relocation of heavy-duty cleaning equipment from the cleaning stores.

Value for money is a key driver of the team and some cost savings have been highlighted later on in this document. We interpret the term 'value for money' as the process of receiving the 'best product or service' for the 'same or less' money, not necessarily the cheapest price. An example of this will be concerned with some drainage work which is expanded upon in page three of this document.

### Main in-house project

Brief: To prepare the Bancroft building for demolition without causing any disruption to the normal running of the school. The work is to be planned carefully and scheduled in such a way that the team always have a task pending. No time should be wasted while waiting for others.

To complete this work, we had to think of the various steps required to achieve our goal. The first part of this work was to sort through the equipment in the garage beside the 6<sup>th</sup> form house and create some storage. Once completed the 12' x 8' paint shed that resided on a large stone plinth on the side of Bancroft needed to be cleared. The shed was full to the brim with fencing, decorating and building materials. This material was relocated to the garage. Next, we created a base for the shed beside the Blue container at the edge of the Music field. The base was formed from wooden shuttering and type 1 MOT sub base with a membrane beneath. The shed was then carefully dismantled and we carried the sections across the field and rebuilt it in situ and fitted new roof felt. Spare furniture from the Bancroft building was then carried over and stored in such a way as to spread the load and maximise the storage potential of the shed.



The next part of our work was to construct a new bag rack on the side of the Science building, the existing bag rack was predominantly used by students attending science lessons so it was an essential part of the plan moving forward. To achieve this work without affecting the windows in the science building we decided to construct two shorter – covered units. This project costed us very little money, just a few lengths of 3' x 2' timber for support beams. We utilised the entire roof structure of the existing bag rack to create the lower units. The roof was cut down and carried over to science in sections, the wall of science was braced and the units fixed to the bracing. The original roof structure was double the width of the new bag racks so the roof's plywood was cut in half to create the shelves and the top of the new structures. The units were then felted and painted with wood preserver.



The school owns 1050 individual lockers and of these 657 were housed within the Bancroft Building. These all had to be moved for the demolition work to begin. Effective liaison between multiple groups was a key aspect of this work. Input was received from the Business manager, Year leaders, SLT and the Site Team. A decision was made to put the 300 6<sup>th</sup> form lockers into storage for the duration of the build and move the other 357 lockers around the site, into temporary locations. Options for storage were explored by the site team which included demountable buildings, off-site storage facilities and container storage. A decision was made and I sourced two 20' containers, these were delivered to the gravel area next to the caretakers house during the June half term break. One container was earmarked for lockers and the other for PE equipment displaced when the PE shed was dismantled.

The remaining lockers were carefully scheduled for dismantling, moving and reassembly during weekends when the corridors of the school were more readily accessible. The work was scheduled alongside some back up tasks to allow the site team enough time to fix the lockers back to the walls to prevent any H&S issues yet remain busy.



The work to empty Bancroft is currently ongoing.



## Minor Project Work

Following the refurbishment work to the old Technology building a DDA compliant ramp was constructed to the fire exits of Rooms 19/20. Unfortunately, the area concerned lacked drainage and at the bottom of the ramp began to regularly puddle. This presented a H&S hazard, especially during the icy weather. A quote was sourced for some drainage work from ARW and this was expensive at £2748. I decided that we had enough experience within the team to undertake the work ourselves and save the school on costs. To begin I purchased two x 1 metre ACO drains for £50, then I used an angle grinder to cut a hole in the existing paving slabs and the tarmac area leading to an existing rainwater drain. I cemented the ACO drains in place and broke into the chamber of the rainwater drain. A section of 38MM PVC pipe was fitted between the two drains and cemented in place. The tarmac area was filled, compacted with cold tarmac then heated with a blowtorch to cure. Many of the materials and equipment were already in our stores so the project was completed at a saving to the school of £2698.



Storage solution for Music. The Music department had an issue with students' musical instruments being stored on the floors within the department. The underfloor heating was having an adverse effect on the tuning of the instruments. From a H&S perspective the instruments on the floor also presented a significant trip hazard and could often be found blocking the fire exit. Various storage solutions were explored and details of one particular system were recommended for their quality, price and versatility. The solution was to buy three triple bay units and convert them into a 5-bay unit that could be securely fixed to the wall. The unit looks neat, it accepts 35 large instruments and has solved the issue of storage. The total project cost was £267, this compared favourably with purchasing bespoke units at circa £1000.



## **Additional small works completed**

### **In house:**

- Furniture move in Main reception office
- Two sets of taps replaced in the school kitchen
- Complete refit of fill and flush valves in both of the swimming pool W/C's.
- Replacement of several dozen pool tiles
- Complete refit of fill and flush valves in the dining hall W/C.
- IRO 270 premises helpdesk tickets accepted and actioned during this period

### **Sub contracted:**

- New 'linked' fire door closer for dining hall
- Pedestrian gate weld repairs
- Tree felling to two rotten poplars and pollarding to 7 more
- Rebuild of exit brick pier following an RTA
- Damp proofing work to gents' toilets, new plaster, upgraded ventilation and redecoration.
- Repairs to broken down floor welds in the dining halls
- Air conditioning servicing
- Insurance inspections – Lifts
- Water coolers – clean & service
- 6 x Tennis court marking on astro turf
- Window film to some windows in R18/19
- Scaffold Staircase fitted to Science F/E
- Retractable seating weld repair
- 1/3<sup>rd</sup> reduction to an Oak tree on neighbouring boundary and felling of two large Maple trees behind Bancroft
- Scaffold Structure erected in quad (bank holiday weekend)
- Damp proofing work, 100 brick replacement and pointing work to quad
- Ansul fire suppression system servicing (school kitchen)
- Em lighting annual 3-hour duration test
- Legionella Servicing
- Lift servicing
- Intruder alarm service

## **Health & Safety Work Completed**

- Scaffold inspections - science
- Emergency lighting monthly flick tests
- Fire drill
- Legionella remedial works following a positive sample and retest
- Weekly fire alarm tests

### **Future projects:**

- Potential new heating system for Music
- Window replacement in quad
- Extensive roof repairs to main building

## **Cost Checking and Savings Achieved - this period**

Cost saving exercises were performed during the spring term following a positive test result for legionella Pneumophila SG1. The positive result was high at 250CFU/L. The result was unusual as it was detected in a very short pipe run in the swimming pool changing rooms and it was sampled during the Barracudas Easter letting. This area was in constant use so the taps should have received regular flushing. Remedial works and retesting were ordered at a cost of £245. The remedial work consisted of descaling the tap head and flushing through by turning the tap on for two minutes. The results of the retest came back at 10CFU/L which is similar to the level found in standard tap water. As the remedial work was simple to perform I decided to order another retest, this time at an independent laboratory. My test result also came back at 10CFU/L. Moving forward we feel that we now have enough valuable knowledge and experience gained, to save the school the price of expensive sub-contracted resampling. The process for future positive samples will be thus. In the event of a positive sample following servicing, I will clean the affected area with alkaline de-scaler and flush the system through thoroughly with source water. Then I will retest at our own laboratory and await the results. If the retest comes back positive, I will order sub contracted remedial work, if not the retest is negative then the affected area will be added to the flushing of little used outlets programme that the site team already has in place at CCHS.

The school is currently benefitting from a scaffold structure which serves as the science building, 1<sup>st</sup> floor emergency fire escape. The working at height regulations state that all scaffold structures should receive a weekly safety inspection. The cost of purchasing a weekly safety inspection on the structure from the supplier was £80 per week. This amounts to £4160 per annum. Considering the structure was basic in its design and was also likely to be in place for at least one year. I opted to enrol onto a basic scaffold inspection course. The cost of the course was £199. Following the training I downloaded an inspection template and have set up a regular inspection regime.

## **Summary**

The work during this reporting period was completed while balancing the greater needs of the school, in particular the exams department. Out of school hours, the external hirers continue to keep us very busy 7 days a week, often late into the evenings. The three members of the site team have embraced all of this work with a keen focus on achieving our goals and demonstrating our reliability. This term the site team have once again lost no days through absence, this is in part testimony to the strong team spirit that the team shares.

Writing about cost savings for this report gives a certain sense of achievement, but it is important to mention that when considering cost savings, the site team are not just looking to save money by measuring inhouse costs versus quotes provided by contractors. It is our belief that if we continue to embrace the principals of strong H&S management then we will also be helping to protect the school from unidentified and uninsured costs. These costs could come in the form of fines from a court or other enforcement agency or even from compensation, staff sickness or repair costs. As long as the site team remain engaged and continue to embrace a strong H&S culture then the school will continue to enjoy this invisible layer of financial protection.

As the school embarks on one of the largest building projects in its history, the site team continue to offer a very good blend of experience, knowledge, flexibility and hard work. There is a strong will within the team to 'get the job done' and we fully intend meeting our challenges head on.

Richard Free