

Site Team Report - Recent Autumn/Winter Activity 2021/22

During the Autumn and Winter months much of the Site Team's time has been used to fill gaps in the cleaning team. There appears to be a national shortage of cleaners and this is evident when looking at the websites of other schools and recruitment ads in general. So far, we have tried the ECC Essex Schools Website, local press, social media ads, agency and Jobcentre specialists. The most reliable source for recruitment remains word of mouth, these opportunities are rare but do bear fruit. Our work continues in this area.

During the Autumn Term we continued in our work to streamline the operational running of the new buildings. For much of the work detailed within this report I opted to use my asset management budget. The opening of two new buildings and the associated changes to the School's access routes and outdoor facilities. Significant investment was poured into racking systems for the: PE Department, IT services and the Maths Department. This important work was performed during weekend, evening and holidays and it enabled these School departments to work more efficiently. Corridors, changing rooms and classrooms were adorned with bulletin boards, display boards and whiteboards for teaching. Collectively these units numbered in excess of 100, and they are spread evenly across the buildings. We also fitted multiple keypad code locks on office and storeroom doors as well as pinboards and shelving units in the offices.



The asset management budget was put to good use when investment was made in two machines to aid cleaning and maintenance. The first was a ride on floor scrubber for the Sports Hall flooring, careful consideration was given to weight load and water saturation levels to ensure these complied with the flooring's maintenance requirements. The second machine was a refurbished genie platform lift. Again, the machine was selected due to its light weight and outrigger capabilities to spread its load on the sprung floor. This machine is particularly useful when reacting quickly to maintenance issues and will save time and money in the future on the building and hire of access towers.



During the Autumn Term the new library came online, support was given in moving the existing bookcases and the hundreds of boxes of books down from the old 1st floor library. In the weeks following the opening of the library the Site Team liaised closely with the Head Librarian to quietly and efficiently assist in minor maintenance work, mostly completed out of hours.

As winter has taken a grip the pressure to equip the new buildings has eased and more traditional maintenance work has taken its place. At its peak in the Autumn the Premises Helpdesk had in excess of 60 maintenance tickets, this pressure was consistent and it lasted for several weeks, combined with the cleaning and the fitting out of the buildings the Autumn Term was a completely exhausting time for the Site Team. The determination to succeed never faltered though, the Site Team kept pushing forward and just before Christmas the Team used its final three working days of the year to bring the number of active tickets down to just a single half dozen. So far this year, the Site Team has managed to maintain a live ticket number of around a dozen or less, this level of work is favourable when we consider the range of ages and the size of our campus and its facilities.

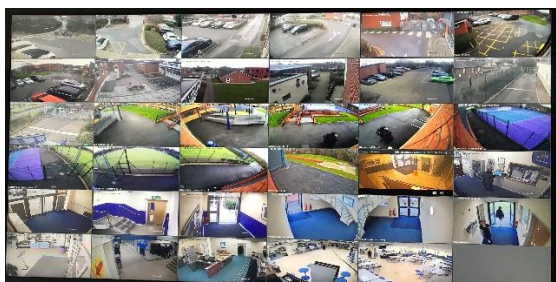
Some of the recent works completed by the Team include the line marking of the AstroTurf pitch and the construction of outdoor table tennis tables for the PE Department. These tables complement the new picnic area at the rear of the Science Block and opens the area up for student recreation at break times.



Additional works

During this busy period the School's various risk assessments and maintenance schedules have been regularly updated. The School has been successfully audited by Zurich for compliance on fire safety just before Christmas. I personally maintain 51 individual risk assessments and areas for statutory servicing and inspection on behalf of CCHS. All 51 items are fully up to date and these items are available for audit at any time throughout the year. I manage the School's premises contracts budgets, during the Autumn period I have changed four different suppliers, mainly due to performance related issues. The decision to change supplier is never simple, it is important to perform some due diligence on the new supplier and even raise some test purchase orders to gauge performance. Recent changes have been made to the provision of lift maintenance, access control, boiler maintenance and CCTV.

The CCTV provision at CCHS has been upgraded during the Autumn Term. With the extended footprint of our buildings and our new access routes, we have invested in ten 4K, power over ethernet digital cameras. These cameras cover the new sports facility, Bancroft, Science car park and the AstroTurf. Three 4K, internal digital cameras have also been installed in the School's two medical rooms and the pastoral hub. We now have 35 cameras in total, all cameras are viewed from the Site Office (except the medical rooms) and the School's original analogue system has been upgraded to allow access through the school servers, not just to a dedicated hub.



One key project from the end of the Summer was the design and installation of some security gates at the School's Seymour House entrance. The entrance was vulnerable for many years with random strangers occasionally wandering onto the site. This breach was closed with the installation of 4.6-metre-wide, 2.4-metre-high anti-climb fencing and gates. The installation also needed a mechanical and IP rated code lock system to give access for those with permission. The project was delivered at a cost of £6200, this was achieved following a period of bargaining and an eventual cost reduction. The results from this work have so far been positive, we feel and act more secure in the knowledge that our most distant entrance is now quite secure.



Moving forward

As we move forward into mid-Winter and Spring our focus will remain on the recruitment of cleaning staff. This work is the key to unlocking more time for site maintenance and site improvements. As much of the asset management budget has been invested elsewhere the focus will be on in-house redecoration projects to freshen up some of our more tired areas. We have one project in particular that will be our primary focus for 2022. This is to redecorate the Cadbury science building. The work will extend to eight classrooms, three prep rooms, three bathrooms, two corridors, a stairwell and a staff room. This work will be logistically challenging, especially as we now have greater responsibilities with our larger facility but we will try our best.

Wish list

In the future I can see great benefits to a couple of projects that would require some significant investment. The first project would be a dedicated storage facility for PE. The Department desperately needs an area that is safe and secure with quick access for their outdoors equipment. The location for this unit would be right behind the new Sports Hall. The PE Department currently store their outdoor equipment in a dilapidated shed, a storage container near the 6th Form House and in the corridors of the new Sports Hall. Quotes have been obtained from three different building firms and these range from £10,000 – £15,000.

The next improvement would be the installation of bow-topped fencing and bollards in the Science/Bancroft car parks and the re-marking of the thermo plastic hatchings. This would provide some much-needed separation between cars and people. No quotes have yet been sought, but this work is estimated to cost between £10,000 - £12,000. Thank you.

Richard Free