

Visit 5 – Housekeeping, External Areas and Security – Summer Term 3.1 Date of visit: 25th May 2021

HOUSEKEEPING	Y	N	N/A	COMMENTS / ACTIONS NEEDED
Is general housekeeping satisfactory?	X			On the whole, the school looked clean and tidy. All corridors were clear of clutter. There were a few places where physio equipment was stored outside of the classrooms, but in these areas, the equipment was put neatly to one side so as not to obstruct the main corridor.
Is flooring in good condition and free of slip / trip hazards?	X			On the whole, the flooring appears to be in satisfactory condition. There are a couple of areas where the floor appears to be lifting (in the vicinity of Redwood Grove and also in the Sensory Room) which could prove to be a future trip hazard. Mark stated that this was due to be investigated over the summer holiday period. (See photo).
Are items stored at height accessible, secure and safe?	X			On a quick look through doors into several classrooms, there did not appear to be lots of items stored at height. This may be that items are stored in cupboards out of sight from the doorway.
Are boiler rooms and electrical intake areas kept free of combustible materials?	X			I looked in the server room, boiler rooms and swimming pool plant room and they were all clear and free from combustible materials. The lower end boiler room is used to house ladders, but this does not interfere with accessing any of the equipment. The server room did have a small pile of old equipment that needs disposing of. Mark was waiting for the IT person to take care of this.

EXTERNAL AREAS	Y	N	N/A	COMMENTS / ACTIONS NEEDED
<p>Are pedestrian routes within the site clearly defined and segregated from vehicles?</p> <p><i>If no risk assessment should be in place demonstrating the controls in place to mitigate the risk to pedestrians.</i></p>		X		<p>The perimeter of the main site is fenced off from the public and it is locked during school hours. The school site is unfortunate to have a vehicle access to housing right at the front of the school building. There is visitor/disabled parking on the opposite side of the road and also bus/taxi bays marked directly outside the main school entrance. There is an identified crossing over the access road to get to the buildings and playground opposite.</p> <p>All the parking bays, the crossing etc are marked out clearly and there is adequate signage.</p> <p><i>Would it be possible to see a Risk Assessment for the children accessing the playground?</i></p>
Is adequate access to the site maintained for emergency services?				There is adequate access to the site for emergency vehicles. Whilst visiting the school, there was an ambulance on site for a pupil.

SECURITY / SAFEGUARDING	Y	N	N/A	COMMENTS / ACTIONS NEEDED
Is there clear signage directing visitors to the main reception on site?	X			The signage to the visitors parking, and the way to reception is clear and concise.
Is access to buildings adequately controlled?	X			Access to the buildings is controlled by electronic id card access. At reception there is an intercom which is operated by reception. In the reception area, visitors are signed in electronically, photo is taken and id badge given.
Is external lighting adequate?	X			External lighting could be seen around the school area, wall lights next to outdoor steps and floodlights in the car park. It was broad daylight so would be impossible to know if they are adequate.

Are gates and perimeter fencing of adequate height and well maintained?	X		The perimeter fence around the school is a fairly new addition and is in good condition.
Are any fragile roof surfaces identified by signage?		X	I did not see any fragile roof signs in the areas I visited.
Any external storage / waste bins are secured and located away from buildings?	X		The bins are stored externally between the school and the hostel building. Away from other structures.



Lower Boiler room



Main Corridor



Corridor outside Redwood Grove



Corridor outside the therapy room