



Key to colour coding
Task Completed
Awaiting materials
Work not gone ahead
Task Booked
Quotes Obtained
Awaiting Quotes

The following priority grades are recommended in the context of a five year planning period:

Priority 1: Urgent works that will prevent immediate closure of the premises and / or address an immediate of occupants, and / or remedy a serious breach of current legislation

Priority 2: Essential works, required to be carried out within two years to prevent serious deterioration to the fabric and services, and also to address a medium risk to the health & safety of the occupants, and / or remedy a less serious breach of current legislation.

Priority 3: Desirable works, required to be carried out within three to five years that will arrest deterioration to the fabric and services, and / or address a low risk to the health and safety of the occupants, and / or remedy a minor breach of current legislation.

Priority 4: Long term work requirement outside the five year planning period that will prevent deterioration of the fabric or services.

Area of school	Issues identified for improvement (condition, suitability, sufficiency)	Actions	Priority 1 = High 2 = Med 3 = Low	Timescale	Costs	Lead Person(s)	Company details
External	Façade repair programme overseen by Hackney Council	As determined by council	1	Completed February 22	Hackney Council liable	Hackney Council	Third party contractor
External	Key stage 2 playground has not had investment in many years	School Council to lead on requirements for revamping area	2	Ongoing	c. £20,000	School Council	CCS/TIO
Internal	Condition of Interactive White Boards	Replace as many classroom IWBs with LCD TVs as possible	2	Gradual program across next three-year budget cycle	£750 per TV, with associated costs for install	Finance Manager, Premises manager	CCS/TIO

Internal	Suitability of software on Fire Panel	Needs updating to prevent relay switch from failing and stopping gas supply	1	ASAP, within 21-22 financial year	c. £500	Finance Manager, Premises manager	Churches Fire
Internal	Condition of classroom following leak	Needs revamping to replace carpet, ceiling tiles etc	1	ASAP, within 21-22 financial year	c. £3500	Finance Manager, Premises manager	Various
Internal	Condition of toilets around setting	Needs revamping to bring up to modern standards	3	Within three-year budget cycle	c. £75,000	Finance Manager, Premises manager	Various
Internal	Suitability of fire call points in Children's Centre	Needs to have a cover on all call points to prevent accidental triggering	2	Within 22-23 financial year	c. £1,000	Finance Manager, Premises manager	Various
External	Suitability of access system in admin block	Needs to have a new electricity supply patched in as previous installation has failed	2	Within 21-22 financial year	c. £1,000	Finance Manager, Premises manager	Beaver
External	Suitability of access system in admin block	Needs to have a new intercom that allows visitors to see when gate is open visually	2	Within 22-23 financial year	c. £1,000	Finance Manager, Premises manager	Beaver

NOTE: The previous caretaker has resigned and left employment at the start of February 2022. A recruitment process is underway to replace that post with a Site Manager. This role is graded PO1 instead of SO1, so will result in higher expenditure through salary and on-costs. However, the headteacher felt that having a more senior person in post will ensure that the premises are maintained to a higher standard and in a more proactive way. Interim cover is being provided by a third party contractor who is familiar to the school.