

SCHOOL ASSET MANAGEMENT PLAN 2018-2023

School Name:	The Collett School	Prepared by:		Date:	10/11/2020			
School Number:	631		Stephen Hoult-Allen Manda Sides					

Priority <i>(High, Medium, Low)</i>	What?	Where? <i>(Main building, nursery block, etc)</i>	Why?	If a boiler or electrics is it operational now?	When? <i>(We are not able to fulfil all works during the school holidays)</i>	Benefits? - known & assumed	Known or Estimated cost £ <i>(if unknown please state unknown)</i>	Funding source(s) (inc brief breakdown if applicable) £	School's Project Lead(s)	Comments
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Repair, Replenish and Renew

High Essential	Boilers replacement	Collett - one broken, one functioning	Heat, hot water.	One is operational, the other broken	November update expected	Heat and hot water	500,000	HCC Bid	Manda Sides	Agreed by HCC bid. Planning done. Start date: Feb 2021.
High Essential	Fire detection system	whole school	safety - assessed as not fit for purpose by HCC fire safety officer. Beacons ok, but not enough detectors for smoke and fire.	no	ASAP	Safeguarding compliance.	£50K	School budget	MS	Achieved May 2020.
High Essential	Carousel roof leak - replacement ceiling and damaged floor (Aug 2020)	Carousel Room	repair damage and refurbish	yes	ASAP	safety, environment.	4,000	School budget	Manda Sides	Achieved Oct 2020
High Essential	Fire Doors - increase number of fire doors	Whole school	New regulations - automatic fire doors in the hallway and the cookery room.	no	ASAP	Safeguarding compliance.		School budget	MS	5 key areas completed Oct 2020. 15 others due to be completed Dec 2020/ Jan 2021 dependent on availability.

High: Essential	Toilets and Shower Rooms. Creation of 3 unisex cubicles (sensor flush), 1 wash stand area and 1 shower/toilet with changing area: wheelchair accessible. Pupil Voice - priority development area of the school.	New block	Pupil Voice priority development. Shower created for adult care of children soiling, illness and practical, children's dignity and support for teaching of hygiene. Higher complexity of needs of pupils including toilet training required. Low comprehension and communication. Behaviour management. More than one pupil identifies as different gender.	Partly operational	ASAP - term time	Essential. Some pupils find the toilets frightening, so as well as fit for purpose toilets, this will support mental health, gender identification, dignity of pupils, reduction in closed toilet odours, reduced potential of bullying incidents, creation of adult nappy changing area in the shower room.	35,000 Plus drainage costs, plus unsociable hours costs	HCC Capital Bid	Manda Sides, Gillian Lawton	fundraised. Completed October 2019
High Essential	Drains exploration - consistent issues with drainage on site and effluent flooding. CCTV mapping. Flushing the system	Whole school premises and grounds	Drains issues.	n/a	May-19	Prevention of future drainage issues dependent on outcome and additional reparation work.	3,330	School budget	Manda Sides	Completed August 2019
High: Essential	Separate pathway and walkway for adults/children from cars - pathway from highway path through gate into premises.	Main entrance car park	Case law about a child killed in a school carpark	n/a	Urgent	Safeguarding	50,000	Use of money put aside for boiler and pipe funding. In capital budget - change of use.	Manda Sides / possible fundraising GL	Resurfacing of parking. Creation of gates. Creation of pedestrian access gate. Quotes circa £50k
High: Essential	Toilets and Shower Rooms. Creation of 4 unisex cubicles (sensor flush), 1 wash stand area and 1 shower/toilet with changing area: wheelchair accessible. Pupil Voice - priority development area of the school.	by Hive	Pupil Voice priority development. Shower created for adult care of children soiling, illness and practical, children's dignity and support for teaching of hygiene. Higher complexity of needs of pupils including toilet training required. Low comprehension and communication. Behaviour management. More than one pupil identifies as different gender.	Partly operational	ASAP - term time	Essential. Some pupils find the toilets frightening, so as well as fit for purpose toilets, this will support mental health, gender identification, dignity of pupils, reduction in closed toilet odours, reduced potential of bullying incidents, creation of adult nappy changing area in the shower room.	25K	School budget	Manda Sides,	HCC Capital Bid will not pay for this. Booked for Easter 2020. Done.
Medium	Staff toilet refurbishment	New block	Safeguarding and child protection. Adults using different toilets to the children. None currently exist.	n/a	ASAP - term time	Essential safeguarding.	20,000	School budget	Manda Sides	HCC Capital refused. August 2020 - County Washrooms - school budget. Completed Aug 2020.

High: Essential	Upper School Playground Creation: Resurfacing, fencing, playground equipment, shelter areas, communication development equipment.	Middle and Upper school	Currently, the playground is used as a carpark for transport dropping off and picking up. Our school has children with more complex needs and require equipment for play and safety improvements.	n/a	ASAP - term time	Safeguarding - removal of cars from playground. Develop play area instead of having to leave it open for cars and minibuses twice a day. Re-route cars from road into perimeter of school, creating one-way system.	150,000	County, supported with fundraising if possible.	Manda Sides, Gillian Lawton	Potential HCC Capital Bid - through Round 2. Markings undertaken on the playground.
High: Essential	Information Technology: Laptops for pupils x 60 (and rolling programme).	Middle and Upper school	Needed for access arrangements, access for reluctant writers, access to communication programmes, access to work-related learning programmes and functional skills teaching.	n/a	ASAP	Access to accreditation. Improved access for communication - key focus for learning.	30,000	Budget and fundraising	Manda Sides, Gillian Lawton	Rolling programme - 5 purchased February 2020
High: Essential	Licences for laptops and iPads.	Lower, Middle and Upper school	Compulsory purchases of licences to use equipment and resources.	n/a	ASAP	So they can be used.	1,000	Budget and fundraising	Manda Sides, Gillian Lawton	Achieved as federation.
High: Essential	Hard wiring testing: Annual works programme	Whole School	Health and Safety	yes	Spring 2019	Keeping children and adults safe.	£15,000	Budget and fundraising	Manda Sides	Completed Aug 2020. Remedial works completed.
	Telephone service replacement	whole school	BT changing service - ceasing ISDN lines	yes	Summer 2021	functioning phone service	10K	School budget	MS	Quotes coming in for federation and single school.
High: Essential	Server replacement	School server room	Fourth year of server usage, with a life of three years.	yes	Summer 2019	21st Century communication and essential tool for supporting learning and communication with stakeholders.	12,000	HCC Capital Bid	Manda Sides, Gillian Lawton	Server for the federation. August 2020. Completed September 2020.
High: Essential	Safeguarding Technology: Walkie-talkies for every classroom (24).	All classrooms, corridors and offices.	Safeguarding - keeping children safe through effective communication channels on the go and in emergency safeguarding.	n/a	ASAP	Safeguarding - keeping children safe.	2,000	Fundraising	Manda Sides, Gillian Lawton	20 Purchased.
Medium Essential	School signage	Front of school	Out of date and does not identify the Federation	n/a	ASAP	Clearer identificatino of the schools	2,000	Fundraising	SHA, GL	Ordered January 2020 Installed Feb 2020
Low	Flat Roof on New Block	New block	Leaking roof.	n/a	Summer 2019	Health and safety	80,000	HCC Capital Bid	Manda Sides, Gillian Lawton	HCC Capital Bid in 5 years' time.

High: Essential	Blinds for lock-down procedures on all external doors (34). Blinds for lock-down procedures on all windows.	All classrooms, corridors and offices.	Safeguarding - keeping children safe in lock-down procedures.	n/a	ASAP	Safeguarding - keeping children and adults safe.	16,000	Fundraising	Manda Sides, Gillian Lawton	Achieved Summer 2019. some repairs required.
Medium	Creation of PPA Room (lower corridor)	Lower Corridor playground.	Needed for staff as staffroom is too small.	n/a	Summer 2020	Teachers have a space to work in.	12,000	School budget	Manda Sides	Completed. May 2020.
Medium	Fencing of playground to separate playground from field and treehouses.	Playground	Safeguarding	n/a	Summer 2020 after classroom build.	Keeping children safer.	12,000	School budget	Manda Sides	Quotes for governors to review.
Medium	Fencing of Woodland Area: Zoned area for safeguarding	Woodland area	Safeguarding children from running off, keeping children in eyesight.	n/a	Summer 2019	Supporting adults and pupils	25,000	Fundraising	Manda Sides, Gillian Lawton	Not budgeted for. Potential fundraising for Forest Schools status
High	H&S: To pad the Lavender room	The Hive	Safeguarding	N/A	Summer 2018	Reducing risks of distressed pupils harming themselves.	Estimate £10,000	Fundraising	Gillian Lawton	New ball pit sensory room and padded area for play/ engagement. Fundraised March 2019
Medium:	Replace windows and doors in the New Block	New block	Heavy access door, not disabled accessible. Window openings are ligature points.	n/a	Summer 2019	Safeguarding, safety of pupils and adults	60,000	HCC	Manda Sides	Capital Bid in 2 years' time.
Medium: Essential	Induction Loop for hearing impairments in the hall/ portable induction loops.	Hall	Disabled access	n/a	Autumn 2019	Disabled access	12,000	Fundraising	Gillian Lawton	Completed April 2019. fundraised
Medium: Essential	Step free access to the New Block	New block	Accessibility issues.	n/a	Summer 2020	Disabled access	50,000	HCC	Manda Sides	Capital Bid to apply for.
MEDIUM: Essential in 3 years' time.	Minibus Replacement. Fundraised minibuses 3 years' old. Older 2005 minibus requiring replacement. Replace with People Carrier to enable more staff to be able to drive the vehicle (as apposed to £1000 minibus testing).	School	Needed for transporting pupils	N/A	ASAP	Required for transporting pupils as part of the school curriculum.	17,000	Fundraising	Gillian Lawton, Manda Sides	Part funding with school - 9 seater car £25K. Achieved one to tow the Horsebox Café and another one from Lord Taveners.

Medium: Essential	ASD friendly lighting	Whole School	Replace lighting with LED lights for autism. Rolling programme. 30% undertaken and 70% left to do.	N/A	Summer 2019 40%, Summer 2020 30%	Autism friendly and energy efficient, cheaper bulbs	Estimate £18,000	Fundraising	Gillian Lawton	Completed Feb 2020. Half the school done. Remaining half due for completion by August 2020. Done
MEDIUM: Essential	Ramp handles BS8300 handrails to be installed.	Green Room, Hall access, exits to classrooms to play areas.	Accessibility issues.	n/a	summer 2019	Health and safety	3,000	Fundraising	Gillian Lawton, Pam Stocks	Null and Void - Capital rebuild of new classrooms.
MEDIUM	Carpet replacement with vinyl wood effect flooring (antibacterial, cleanable)	Corridors, classrooms, offices	Cleaning needs, aesthetics, lower risk of infections for pupils with complex health needs.	N/A	Summer 2019	Complex needs provision - 90% children with health needs; recognising the needs of the pupils placed here.	35,000	Fundraising	Manda Sides, Gillian Lawton	Hallways completed May 2020. Half classrooms completed.
MEDIUM	Re-decoration	Lower School	In poor state of repair	N/A	Autumn 2019	To maintain an autism friendly environment in a fit state of repair	Estimate £10,000	Fundraising	Gillian Lawton	ongoing
MEDIUM	Re-decoration	Upper School	In poor state of repair	N/A	Summer 2019	To maintain an autism friendly environment in a fit state of repair	£10,000	Fundraising	Gillian Lawton	ongoing
MEDIUM	Re-decoration	Middle School	In poor state of repair	N/A	Summer 2019	To maintain an autism friendly environment in a fit state of repair	Estimate £10,000	Fundraising	Gillian Lawton	ongoing
Medium	Replace taps in classrooms and washrooms with pushtaps.	School-wide	Accessibility issues.	n/a	Summer 2019	Accessibility	7,000	Fundraising	Gillian Lawton	Some changes with new toilet facilities occurred.
Medium	Hall chairs and tables	Hall	Multipurpose hall for dinners, PE, assemblies, sensory programmes, sports - quick turnaround between sessions requiring improved furniture.	N/A	Summer 2019	Fit for purpose chairs and tables.	8,000	Fundraising	Gillian Lawton, Manda Sides	Not yet budgeted for
Medium	External fire exit pathways	Main block, new block.	In a poor state of repair	n/a	Summer 2019	Health and safety	12,000	HCC, Fundraising	Manda Sides	Not yet budgeted for
Medium	Library - IT, visualisers, new books	library, classrooms	Relevance of curriculum needs, lower ability teenage pupils requiring different reading materials	n/a	Summer 2019	Learning, access to learning.	11,000	Fundraising	Gillian Lawton, Pam Stocks	Additional resources bought for the library - more fundraising required.
High Essential	Toilets refurbishment and changing area creation in EYFS	EYFS	Priority need for refurbishment and ensure fit for purpose.	n/a	Sep-18	Health and safety	19,000	Fundraising	Gillian Lawton	Fundraising completed August 2020

High Essential	Toilets and Hygiene Room in Lower School	Lower School	Neeing Hygiene room for children in nappies.	n/a	summer 2020	Health and safety	35,000	HCC Capital Bid and partial school budget.	Manda Sides	Capital Bid successful - County Washrooms undertaken contract. Completed August 2020
High: Essential	Disabled access to the school. Replacement of steps and walkway with sloped access	Front of school	Disabled access	n/a	Autumn 2017	Disabled access	£25,000	fundraising	Gillian Lawton	Completed Sept 2017
High: Essential	Replace windows and doors across main building	School building	Unsafe windows and doors	n/a	Summer 2018	Safeguarding, safety of pupils and adults	300,000	HCC	Gillian Lawton	Completed October 2018
High Essential	Tree survey and remedial Works	Around the school, the boundary with HCC land and neighbours	necessary - health and safety requirements	n/a	Spring 2021	Safety	3,500	School budget	Manda Sides	Survey done. Quotes for remedial work to be undertaken.
HIGH	Wooden floor maintenance	Hall	Floor needs re sealing	n/a	Summer 2018	If the floors are not re sealed they could degrade further beyond repair at a much larger cost.	£ 680.00	Repairs and maintenance 2018/19	Manda Sides	Completed September 2018
MEDIUM	Creation of Resources Room for teachers	On secondary playground	Consolidating storage, reprographics, resources and information for teachers and TA - improving working environment.	n/a	Autumn 2018	Reduction of unnecessary work, movement and ensuring greater opportunites for planning and resourcing lessons.	2,000	Fundraising	Manda Sides, Gillian Lawton	Operational from September 2018. Change of need to sensory and TEACCH space for challenging ASD behaviours

Development of the school in the context of rapidly changing cohort of complex needs children

High: Essential	Teaching spaces - 2 classrooms, 1 sensory room, 2 offices, 1 storage area, toilets and shower/changing area, entrance vestibule.	Middle/Upper School playground	Replace existing portacabins.	n/a	ASAP	Fit for purpose learning environments for complex needs pupils.	400,000	HCC Capital Bid	Stephen Hout-Allen, Manda Sides Gillian Lawton	Capital Bid Planned completion August 2020. Completed November 2020
High Essential	Furnishing the new Capital Bid builds before the start of term, September 2020.	New builds	to access them	no	Sep-20	access	£50K	School budget	Ms	Not sure of what is included in the new build - IT, fixtures, fittings etc.Reappropriate of furniture. Built in cupboards and storage in design saved money.

High: Essential	Creation of additional access to school grounds from road. creating a waiting lane and one-way traffic for transport pick up and drop-off.	Side of School access from road	Safeguarding and child protection. Transport and parents using one way in, separating out walkers to school and pupil entrance.	n/a	ASAP - term time	Safeguarding - removal of cars from playground. Develop play area instead of having to leave it open for cars and minibuses twice a day. Re-route cars from road into perimeter of school, creating one-way system.	80,000	HCC Capital Bid and HCC Transport Dept.	Manda Sides, Gillian Lawton	Capital Bid. Awaiting further information. Not allowed to see the Highways Survey Report - 2 years on
High: non essential	Horsebox Café: development with espresso machine, fridge, car to tow the horsebox etc.	Collett and local areas	Development of functional skills, communication and work-related learning.	n/a	ASAP	Curriculum	40,000	fundraising	Rhea Dickman, Manda Sides,	Espresso Machine, fridge purchased. Awaiting confirmation of car from Richard Bun (Hot Vans Co.)
Medium	Lower School play equipment improvements	Lower School	Additional play areas for the pupils	n/a	ASAP	sports access -fitness, wellbeing, gross and fine motor skills, turn-taking etc.	12,000	Sports Premium funding	Manda Sides, Ben Linford	Achieved June 2020.
Medium	Replacement of equipment for different usage.	Lower School	replace old equipment that is costing too much to repair. Change of use to ball sports area.	n/a	ASAP	ball play, different sports, fitness, speech and language development, challenge and resilience.	16,000	Sports Premium funding	Manda Sides	Quotes and planning done. Work to commence Spring 2021.
Medium	Middle and Upper School play equipment improvements	Field	Additional play areas for the pupils	n/a	ASAP	sports access -fitness, wellbeing, gross and fine motor skills, turn-taking etc.	16,000	Sports Premium funding	Manda Sides, Ben Linford	Achieved June 2020.
Medium	Replace temporary building in Lower School Playground	Lower School Playground	Poor state of repair	n/a	Summer 2019	Additional, SLD sensory space for pupils with complex needs	50,000	HCC Capital Bid	Gillian Lawton	Capital Bid failed.
Medium	Redevelop office to sensory room (ball pit room). Remove electrics, board out room, secure entrance, improve lighting.	Hive	Additional needs and amount of pupils accessing The Hive, urgently requiring resources at a time that others also do. Expansion of provision for sensory needs.	n/a	Autumn 2018	Supporting self-regulation and immediate gratification/ diversion/ sensory provision	9,000	Fundraising	Anu Gray, Gillian Lawton	Achieved, fundraising march 2019
Medium	Sports and PE building to separate multipurpose hall usage.	Field and Woodland	Cramped space of multipurpose hall creates barriers to all functionality: dinners, PE, sports, assemblies, music lessons, sensory sessions, rebound therapy etc.	n/a	Autumn 2020	Access for pupils in crowded school. Access for partnerships with community and income generation.	150,000	Fundraising	Gillian Lawton	Not yet budgeted for

Medium	Blue Room - Sensory Collaboration with University of Newcastle and NHS	Playground	High ASD needs, collaborative partnership programme with NHS, Work with NHS as unified provider on established research-based programme for the South of England.	n/a	Summer 2019	Complex needs teaching and provision - recognising the needs of the pupils placed here and those children and adults in our wider community.	250,000	Fundraising and grants	Stephen Hoult-Allen, Gillian Lawton	Not yet budgeted for
Medium	Pathway and Car Park Lighting	Pathway and carpark	Accessibility issues.	n/a	Summer 2019	Health and safety	9,000	Fundraising	Gillian Lawton	Replaced lighting. Summer 2019
Medium	Woodland area development	Woodland	Creation of access from the side road, increase functionality of the area for pupils with complex physical needs and access to the planned Blue Room Sensory Building and sports building.	n/a	Summer 2021	Outside learning environment improved for pupils' learning. Access to bespoke provisions to school pupils and the public.	90,000	Fundraising	Gillian Lawton, Manda Sides	Not yet budgeted for
Medium	Horticulture	Field and Woodland	Accessible careers for pupils development - acces to water for plants and gardens, planting replacement after drought, resources for exams, development of gardening/ horticulture competition/ events collaborations and relevant resources.	n/a	Summer 2019	Pupils' future careers - training and work on site. Experience of work.	17,000	Fundraising	Pam Stocks	Not yet budgeted for
MEDIUM	Height adjustable cooking stations for pupils.	Cooking rooms	Accessible for pupils with disabilities.	n/a	Summer 2019	Disabled access	8,000	Fundraising	Gillian Lawton, Manda Sides	Not yet budgeted for
High: Essential	Front entrance: disabled access, safeguarding and child protection.	Front of school	Unsafe access to and from the school.	n/a	Autumn 2017	Safe, disabled accessible front entrance.	125,000	HCC and fundraising.	Gillian Lawton	Completed October 2017
Medium: Essential	Sports all weather pitch	Field	Separation of ball games from the one playground for Middle and Upper School pupils. Curriculum entitlement.	n/a	Spring 2019	Behaviour management improved, fitness encouraged, team sports encouraged, enjoyment increased	85,000	Fundraising	Gillian Lawton	Completed Autumn 2017
Medium: Essential	Lifts to create step-free access to the Hall from the entrance and primary aged pupils.	School main buidling	Disabled access	n/a	Autumn 2018	Disabled access	62,000	Fundraising	Gillian Lawton	Completed Autumn 2017
Medium: Essential	Lifts to create step-free access from the Hall to lower corridor of the school	School main buidling	Disabled access	n/a	Autumn 2018	Disabled access	62,000	Fundraising	Gillian Lawton	Completed Autumn 2017

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