St Mary's Catholic Primary School - Specific Arrangements / Site Set-Up

BR/16/21/PL

Agreed work

To install MUGA, Daily Mile and Clamber Stack on the school field.

Access and parking

Google Earth shot of school field showing

- Hardstanding for contractor parking/materials including loading/unloading/construction vehicles.
- Den Avenue Gates for access.

- No contractor buildings are required on site.



Access via Den Avenue gate with care and consideration for all school neighbours. School field playground will be used for all workers' vehicles ensuring all vehicles are parked off of local roads. No contractor parking in Den Avenue or Glamis Street.

Storage of equipment / Contractor Buildings

All equipment/materials and machinery to be stored and parked on tarmacked play area on school field.

No Contractor Buildings required for this installation. Contractors will use school toilet block, located on school field.

Loading / Unloading of Vehicles

All loading / unloading will be undertaken securely on the school field. No loading / unloading will take place outside of this secure area, ensuring it is away from roads and public footpaths.

Areas of the school buildings where the contractor has access

Contractors will be given a key to the school toilet block located on the school field. This will be unlocked and locked daily by the contractors. Access to the school building is not required or permitted.

Identification badges, signing in and out procedures

Not required as work is taking place during school holidays, on the school field with no access to the school building.

Work that may affect staff and children

N/A as work taking place during school holidays,

Communication arrangements

School Premises Officer will be on site every day, and will attend a morning update briefing. School field will be secured at the end of each day, and Headteacher/School Business Manager will be available to attend school if required. Contact numbers will be provided to the contractor at the start of the project.

Hazards on the establishment site of which that the contractor needs to be aware

None

Hot Works Permit

Not required.

Arrangements for monitoring (see Monitoring of building and maintenance activities)

Guidance states: *'How often we check the contractor depends on how likely the contractor is to injure someone, particularly School staff and children. If the work is hazardous, and in a place that is not well-cordoned off, you should check several times a day. If the work is low hazard, and in a place well-cordoned off, then after an initial check, a check once every few days is probably sufficient.'*

In line with this guidance, our work on the school field is low hazard and therefore an initial meeting followed by intermittent visits will take place.

Smoking policy

No smoking area. Smoking should be off site, without causing conflict with our neighbours.