Newhouse Centre
Buckingham Road, Hampton, TW12 3LT

New Classroom Extensions

Design & Access Statement
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1. PROPOSAL OVERVIEW

1.1 General

This Design and Access Statement is written in accordance to CABE guidelines, and accompanies the full Planning Application for the proposed development for the provision of two classroom extensions, boundary relocation, new car park entrance and external works alterations as submitted by DHP LLP, acting as Agents on behalf of the London Borough of Richmond upon Thames.

This Statement should be read alongside the full set of submission documents and drawings associated with the application, as listed on page 3 of this document.

This development is to accommodate an expansion to the existing building to provide much needed Primary School SEN facilities within the LBRuT area.

1.2 Background to the Development

The London Borough of Richmond is implementing a number of changes that will enable the Council to deliver its commitment to improve SEN (Special Educational Needs) provision in the borough.

Key objectives are to:

- Provide opportunities for children with Special Educational Needs to have their needs met in mainstream schools wherever possible.
- Where provision in a special setting is required it should be as local and inclusive as possible.
- There should be as much choice for parents as possible.

As part of the above commitment the Clarendon School will become an umbrella SEN provider. It is intended that the current site on Hanworth Road will be vacated in September 2018 and extended provision delivered across 3 sites:

- The Gateway Centre adjacent to Twickenham Academy on Percy Road in Twickenham was completed in July 2015 and supports SEN pupils aged 11 – 19 years.
- The Richmond College Campus will accommodate KS3-4 pupils currently based at the Clarendon School site, from September 2018.
- Newhouse Centre: LBRuT propose to modify accommodation at this centre to accommodate KS1 and KS2 pupils from September 2017.

This project forms the last part of the strategic plan to increase the capacity of Clarendon School, having already provided upgraded premises at The Gateway and with the development of KS3-4 provision at the Richmond College Campus planned for completion by September 2018.

The Newhouse Centre (now vacated) is part of Clarendon School but was used as a specialist KS3-4 provision for 25 pupils with (BESD) needs.

1.3 Background to the Proposed Design

The LBRuT commissioned DHP (UK) LLP to undertake a feasibility report in April 2016. The objective was to assess the existing accommodation at the Newhouse Centre and present proposals for KS1 and KS2 SEN pupils being transferred from Clarendon School.

Three Options were provided:

Option A: To remove the temporary accommodation and provide three extensions – A hall extension and two classroom extensions including internal remodelling.

Option B: To remove the temporary accommodation and provide two extensions – one with two classrooms and a second with one classroom and including internal remodelling.

Option C: To retain the temporary classroom accommodation, construct a Hall extension and carry out internal remodelling.

After due consideration Option A was chosen by the client and subsequent revision included the omission of the Hall extension as the existing hall was deemed sufficiently sized to meet the needs of the attending pupils.

2. EXISTING ACCOMMODATION

2.1 Existing Building

The main school building is predominantly a single storey structure with a pyramid style roof and an Assembly Hall. The buildings are constructed mainly of blockwork construction with areas of blue panels above window cill height. Roofs are predominately felt flat roofs but the central pyramid style roof is covered with cement slates coloured grey. The exterior windows are generally double glazed aluminium units, coloured white.

The original building was constructed circa 1977, but there are a number of small extensions that have been constructed since that time.

There is a temporary modular building located on the west boundary of the site comprising 2 classrooms and toilets. This will be removed as part of the development.

3. EXISTING SITE ANALYSIS

The school site is located in a residential area of Hampton along Buckingham Road. The site is bounded by Buckingham Road to the north and Tangley Park Road to the West. Residential properties are located on the southern boundary and Buckingham Primary School on the eastern boundary. Vehicle access to the school is from the public highway, Buckingham Road, into a parking and hard-standing area. Pedestrian access to the site is also located off Buckingham Road.

The existing school site area is approximately 2941m^2. The main school building is located centrally on the site. The hard play area and artificial pitch is located south of the main building. There are no playing fields within the site boundaries.

There are a number of trees that border the site with a limited amount around the main body of the site.

4. DESIGN - AMOUNT

The design has been based upon the information provided within the Building Bulletin 104 (Area guidelines for SEND and alternative provision), Building Bulletin 101 (Ventilation in Schools) and Building Bulletin 93 (Acoustics in School).

The proposed design will fully meet with the Building Regulations

The objectives of the development are to provide:

- New permanent extensions that complement the existing building that are efficient and sustainable in alternative locations to the existing temporary classroom accommodation.
- Stimulating, attractive spaces.
- A building that respects and enhances the site and respects the characteristics of the surrounding areas.
- A building that enhances the general aesthetics of the site.

The proposed development is required to accommodate the existing pupil numbers to be transferred from Clarendon school. The development comprises the erection of 2 single storey classrooms with toilet facilities, internal refurbishment works to the existing building.

- Reception and K/S 1 classroom with toilets.
- K/S2 classroom and toilets.
- Removal of a temporary classroom unit.
- The site area will remain unchanged.

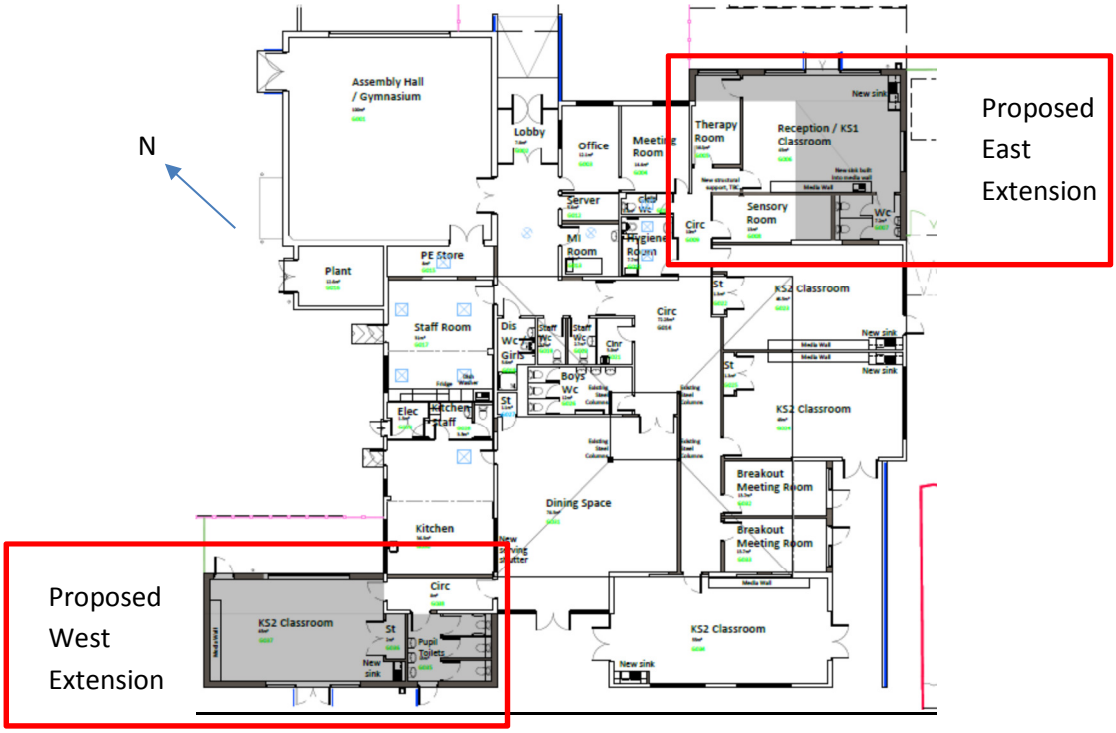
The amount of accommodation proposed will allow the school to accommodate its requirement of 50 SEN pupils.

The Proposed Development Areas: See Diagram 1

Existing School Areas	Gross external area of the building envelope
Main building Temporary Classroom building	714m^2 153m^2
Total	**867m^2**
Proposed School Area	
Main Building	714m^2
New Construction	173m^2
Less demolition / rebuilding within the existing envelope	47m^2
Total area of the completed development	**840m^2**

The extensions include 47m^2 of demolition / rebuilding works within the existing envelope. The total additional gross area provided by the two extensions is 126m^2.

Diagram 1



5. DESIGN – LAYOUT

Throughout the design process there have been consultations with the client, school and governors. This process has helped identify the needs and requirements that will deliver a successful facility for Clarendon School.

5.1 New School Buildings Layout Design

The new accommodation will be provided to Building Bulletin Guidelines and will be fully accessible. The internal areas will be light, bright and, as would be expected, conducive to curriculum delivery and learning with additional windows being provided in the Hall. It is intended that most areas will be naturally ventilated by openable windows. Mechanical ventilation will be provided in corridors, dining area, toilets and the new sensory room. Natural ventilation and cooker extracts will be used in the kitchen.

6. DESIGN - SCALE

The scale of the proposal has been developed in line with the existing building. Both the extensions are single storey and reflect the activities that need to be carried out in those rooms.

7. DESIGN LANDSCAPE

The external areas affected by the proposal during construction will be reinstated to their original use with a play area for the Reception Class and the removal of the Temporary Classroom and corresponding area will revert to pupil play area and vehicle circulation.

All new thresholds will be level for wheelchair accessible users. In addition existing levels will be graded to provide level access to and from the existing classrooms and the hall.

For further details of the landscape proposal please refer to the drawings.

8. DESIGN - APPEARANCE

The appearance of the proposal has been influenced by the existing architecture. The existing elevations are particularly uninspiring. Elevations of the new extensions are being treated with coloured render to provide additional relief.

8.1 Facing Work

Light coloured buff, through coloured render is proposed to the new extensions. This will create a contemporary enhanced aesthetic look to the building. Cladding panels are used elsewhere on the site so this material will not be alien to its context.

Similar coloured blockwork (light grey) will be used at cill and low level to match the existing building details.

8.2 Roofs

It is proposed that the roofs will be of high performance bitumen felt membrane. The flat roofs will be in line with the existing flat roofs and gutters.

8.3 Windows and Doors

The windows and doors will be aluminium framed powder coated to a white colour.

8.4 Gutters and Downpipes

The gutters and downpipes will be coloured aluminium (black and white to match existing) and will be half round flush fitting sections to minimise the risk of climbing.

9. DESIGN - ACCESS

9.1 Site Access

Vehicle Access

It is proposed that the vehicle site access is changed. An additional entrance is to be provided on Tangley Park Road with the original entrance (from Buckingham Road) re designated as an exit. This will aid with traffic flow on Buckingham Road during peak hours.

The method of pupil transport for the majority of pupils will be by mini bus. The car park will be suitable for up to 5 mini buses dropping pupils off in a secure and safe environment. See swept path analysis Drawings – TSP-DHP-3178-10A and 11B

Pedestrian Access

This remains unchanged and is located off Buckingham Road.

9.2 Car Parking/Cycle Provision

Cycle access arrangements will not be affected by this proposal. Facilities for cycle parking will be provided in both the car park and school side.

Car parking arrangements have been re arranged with a designated disabled parking space and facilities for 1 car.

9.3 Transport Statement

A detailed travel statement is included within the Appendix B.

A public consultation meeting was held on the 19th of January 2017. Twelve persons attended the consultation and 5 written responses were received by the LBRuT.

- The general view of those attendees was that the proposed scheme was acceptable.
- The proposed entrance from Tangley Park Road into the car park was considered a good idea.
- The immediate neighbour No 77 was concerned about the existing play equipment and the potential for overlooking into the garden. Consideration will be given to additional climbing plants suitable for that location.

9.4 Traffic and Travel

The majority of pupils will arrive and depart from the Newhouse Centre by mini bus. Buckingham Road is a busy road during school pick up and departure times due to the adjacent Primary school.

9.5 Travel Plan

A detailed School Travel Plan is included in Appendix C.

9.6 Access into Building

The main access into the building will be from the north via a lobby adjacent to the reception office. There will be entrances from the playground directly to the dining hall and all classrooms. All external access will have level thresholds.

9.7 Accessibility Statement

The new building once complete will fully comply with the requirements and recommendations of Part M of Building Regulations and BS 8300.

Doors

- All doors will be designed in accordance with Approved Document Part M and BS 8300.
- All new internal and external doors will have a minimum effective clear width greater than 800mm. All doors will have vision panels located between 500mm and 1500mm above floor level.
- All doors will have door closers in line with the requirements of fire safety and have an opening force at the leading edge of the door no greater than 20N.
- The door material itself will be of a colour that will contrast with the adjacent walls.
- All new external entrance doors will have a level access with flush threshold not exceeding 15mm.

Windows

- All ground floor external windows have opening casements. The windows will be on restrictors.
- All ground floor windows will be accessible for cleaning from ground level.

Disabled WC

- The Centre has an existing disabled WC facility.

Changing Levels

- All approaches into the new extensions will have a level access. The ground level around the existing building will be graded to permit level access.

Lighting

- New external entrances / exits will be well lit during hours of darkness only when the school is in operation using Thorlux Realta luminaries. These will be operated on a timer basis.
- Limited car park lighting will be provided by wall mounted Thorlux Starflood luminaires. External lighting will be controlled on a timer basis.

Fire and Means of Escape

- The fire alarm system will include for both visual devices for those with hearing impairments and audible devices for the visually impaired.
- Escape routes and signage will be located so that they are clearly evident.

WCs Generally

All WCs will have ironmongery and fixtures contrasting in colour.

Colour Scheme

The internal colour scheme is to be agreed with the School.

Materials

Floors will be of a contrasting colour to the walls to aid visually impaired users. Any floor areas subjected to potentially wet conditions will have a floor covering with high slip resistance.

10. Design – Planning and Environment

10.1 Change of Use

The proposed development will continue to be used for education.

10.2 Listed Building Consent

There are no buildings that are listed that will affect the proposal.

10.3 Conservation Area Consent

The site does not fall within a Conservation Area.

10.4 Heritage Statement

A heritage statement is not required for this planning application.

10.5 Tree Preservation Orders / Tree Survey

Refer to the Tree Survey appended to this report Appendix A.

10.6 Party Wall Award

Party wall agreements will not be necessary for this development.

10.7 Drainage

Foul water drainage will be linked into the existing public sewer system.

The main sewer run currently has a temporary modular hut classroom sited on it and hard standing around it that have their surface water discharged into the existing surface water drainage system, this will be removed. As such the proposal is for the new extensions to

discharge its surface water into the existing system as it is considered that there will be no increase in load on the existing system.

10.8 Refuse and Recycling

The refuse and recycling arrangements will remain as existing.

10.9 Environmental Design

The project will aim to minimise impact on the environment by:

- using high eco-labelled materials,
- using natural ventilation as much as possible,
- ensuring quality natural light levels within rooms,
- delivering a low carbon footprint,
- providing well insulated walls, floors and roofs, to achieve or better the requirements of Part L of the Approved Documents.

10.10 Contaminated Land

With reference to the sites previous planning history, it appears that the site and the neighbouring sites have not been used for industrial purposes and as such the land is considered not to be contaminated.

The site investigation report indicates there is no soil contamination present. See Appendix G.

10.11 Flood Risk Assessment

Data from the Environment Agency indicates that the Newhouse Centre is not in:

- Flood Zone 1
- Flood Zone 2
- Flood Zone 3

Flood Risk Map Source: Environment Agency

10.12 Biodiversity / Protected Species Report / Environmental Impact Assessment

Refer to the ecology report appended to this report – Appendix F.

10.13 Site Waste Management Plan

The site waste management strategies for the school are proposed to remain as existing.

10.14 Security – Secure By Design Considerations

The Design & Build Contractor (who is responsible for the final design) will be required to comply with the principles of Secured by Design.

Car Park gates will be electrically operated locally and by induction loop for exiting the car park.

Pedestrian gates will be operated remotely these include the main entrance on Buckingham Road and the access gate from the car park.

11. Services

Fire Strategy

- All fire signage will be fixed in clearly visible locations and all fire escapes will be clearly marked with illuminated fire exit signs.
- Fire break glass points will be located in accordance with regulations and standards.
- The fire alarm system for the building will be part of the site wide fire alarm system. The system will be a fully addressable system L2 type system in accordance with BS 5839. The system will be zoned in accordance with the fire compartmenting for the building. Where necessary and in accordance with the requirements discussed with the Fire Officer / Building control the fire alarm system will incorporate interfaces with both mechanical and security systems to ensure that health and safety guidance are maintained in the event of the fire alarm being activated.

Electrical

- The Electrical supply will remain unaltered.
- Perimeter lighting will be supplied and mounted at high level on the existing hall elevations overlooking the car park and at exits from the building.
- Sufficient internal lighting will be provided to illuminate occupant's faces for users that communicate through lip reading, etc. and to illuminate surfaces for visually impaired users.
- Alarms: The building will have an intruder and fire alarm linked to the main system which will include visual and audible devices for hearing and visually impaired users. Intruder alarm system will be part of the site wide system. This will include access control at the main Pedestrian gate.

Mechanical

- The scheme will endeavour to maximise the use of natural ventilation via trickle vents and passive ventilation strategies.
- Mechanical ventilation will be used for the new pupil toilets, sensory room, kitchen, dining area and corridors.

Energy Statement

The existing temporary accommodation is to be removed from the school reducing the electrical load for the site. The extensions will be heated via the gas boiler and extending the existing LTHW heating system. Hot water for the new toilets will be supplied by the existing gas fired hot water heater. All lighting will be replaced throughout the building with energy efficient, long life LED luminaires.

Under Building Regulation the works shall comply with non-dwelling L2B for extensions. The area provided is less than 25% of the TUFA and less than 1000m^2. Therefore consequential improvements do not apply.

Appendix H includes the initial BRUKL computation.

12. Sustainable Design and Construction Statement

Although the design has implemented energy efficient measures it is considered that such items as sub metering water and electrical distribution boards are not economic or an operational requirements for the school bearing in mind the size, scale and scope of the project.

The pre planning BREEAM assessment can be found in Appendix D.

12.1 Energy / Materials / Water Conservation

In construction

- Materials from sustainable sources will be specified where possible.
- Products and materials will be specified with regard to the lifecycle costing and will generally be high performance to maximise durability.
- Current site vehicle access to the car park is segregated from pedestrian access. Both access points are from Buckingham Road.
- The car park access will be used for construction access to the school. As the site is vacant there will be no effect on staff pupils or school deliveries and staff parking.
- Noisy on site operations will be strictly controlled / minimised and limited to 8.00am – 6.00 pm Monday to Friday and Saturday 8am to 13.00 hrs.

12.2 Proposed Services Installation / Passive Building Design

Prioritising a reduction in overall energy demand is the most effective way in which to minimise the environmental impacts associated with energy use. Taking this into account, in order to achieve a level of energy use less that the notional building, the following measures have been incorporated into the design of the building services:

Mechanical

Heating services within the building is to be via radiators (to suit room sizes) arranged into zones, complete with TRVs to draw heat only when necessary and minimize load on the heating source.

Natural ventilation will be utilised throughout the new extensions with the addition of blinds to the KS2 Classrooms to reduce solar gains.

Lighting

Energy efficient flat panel LED luminaires will be utilized throughout the whole building thereby optimizing performance. This will give substantial benefits to the client in terms of cost, extended life, improved lumens and maintenance.

General lighting installation will consist of LED surface radiance panels in suspended ceilings and LED surface batten luminaries. External lighting will be provided by means of LED luminaires with an expected life of 100,000 hours, controlled by time clock.

Emergency lighting will be provided, incorporated in general lighting luminaires and designed in accordance with BS5266.

For further occupant control, wall mounted switches shall be provided to enable the occupant to override the lighting controls. This will work by turning off the entire lighting

circuit and when activated it will be controlled via presence detection.

Fire Alarm:

The fire alarm installation will be replaced and comply with category L2 with the main panel being relocated in the lobby entrance.

Security:

The intruder alarm installation shall be extended to cover the proposed extensions.

Water Conservation

Toilets: PIR sensors connected to solenoid valves will be employed for leak protection. Basin taps will be touch sensor taps BREEAM compliant.

13. Construction Access and Associated Matters

The contractor's compound will be located in the existing car park. The construction period will be approximately 23 weeks depending on the Contractor's proposed programme.

It is proposed that the primary construction access route will be through the north part of the site into the school car park from Buckingham Road (existing entrance). Please see the Construction Management Plan and Statement submitted with this application.

Construction Management Regulations

The project is notifiable under CDM Regulations 2015. The contract is Design and Build and the appointed Contractor will become the Principal Designer in accordance with the legislation.

13.1 Site Security and Health and Safety

- It will be the Principal Contractor's responsibility to ensure health and safety and security throughout the duration of the construction works. The Contractor will have to comply with relevant guidance notes on Health and Safety for Contractors working on Children's Services Sites. Particular attention will be made to ensure effective separation between Buckingham Primary School and the Newhouse Centre to prevent the ingress of pupils to the construction site. There will be a requirement of the Principal Contractor to manage all vehicle movements.

- The Principal Contractor will also have to register with the Considerate Contractors Scheme and post leaflets to neighbouring properties potentially affected by the construction, highlighting contact details and procedures for comments and complaints.

13.2 Deliveries to Site

- Deliveries will be scheduled for outside school pupil pick up and drop off times to prevent interference with Buckingham Primary School pupils / parents which is adjacent to the Newhouse Centre.

13.3 Noise and Pollution during Construction

- The Contractor will be required to comply with BS 5228 Construction Noise.
- The times for noisy work will be restricted to 8.00 am to 6.00 pm Monday to Friday and 8.00 to 13.00pm on Saturdays as required by the Council. It is anticipated that work will be restricted to Mondays to Fridays, with only occasional working outside of these days.
- The Principal Contractor will be required to use all reasonable endeavours to minimise dust and debris pollution. The wheels of construction traffic will be required to be cleaned prior to exiting the site compound and any debris on site will need to be cleared on a regular basis.

APPENDIX A

Arboriculture report

APPENDIX B

Travel Statement

APPENDIX C

School Travel Plan

APPENDIX D

BREEAM Pre assessment

APPENDIX E

Acoustic Report

APPENDIX F

Ecology Report

APPENDIX G

Site Investigation Report and Waste classification report

APPENDIX H

BRUKL Computation

APPENDIX J

Details of Drawings submitted