

Nottinghamshire County Council

New School Guidance for Housing Developers

May 2023



Source: <https://www.arc-partnership.co.uk/projects/bingham-primary-school>



Nottinghamshire
County Council

Introduction

1. This document provides supplementary guidance to the [County Council's Developer Contributions Strategy](#) (DCS) which sets out the Council's requirements in terms of education provision associated with new housing developments. The Strategy states that where a new school is required to mitigate the impact of development(s), the County Council will require fully serviced land from the developer(s), plus financial contributions towards the delivery of a new school.
2. Where the development is large enough to sustain its own school, the County Council will provide the developer with the option of building the new school, in lieu of providing the land and contributions to the Council. Both options will be provided under the S106 Agreement pursuant to the outline permission for the development. This principle applies to either primary or secondary education, though fewer developments will be large enough to sustain a secondary school.

School Site

3. The planning applicant should discuss the location of the proposed school with the Council at an early stage in the planning process. Where the need for a new school has been identified (for example through pre-application discussions with the County Council), the Council will expect the applicant to submit a proposed school site to the Local Planning Authority (LPA) as part of the outline planning application for their development. The area of the school site should reflect the number of places to be provided in the new school, including the required pre-school provision for primary schools and sixth form provision for secondary schools. The size of the site may also include land safeguarded for future expansion as required by the County Council. Information regarding the minimum and maximum areas that will be required is set out in the Council's DCS.
4. The submission should include a detailed plan showing the location, precise boundaries, and access route(s) for the school site, together with a completed site suitability checklist demonstrating that the land will meet the criteria for a school development – the template checklist is appended to this document (Appendix C). The proposed location will be approved by the LPA in consultation with the County Council which will provide feedback on the proposal site and associated documents, confirming whether the proposed site is accepted in principle. Prior to transfer, the site will be prepared to the standard required by the S106 Agreement.
5. Other than in exceptional circumstances, the Council will not support the co-location of primary education and community facilities. Safeguarding policies and lettings arrangements do not easily permit shared use of facilities and it cannot be assumed that the school operator would be willing to provide community access to its premises. Where they are necessary, community facilities should be provided on a separate site, which is not connected with the primary school. Where a secondary school is to be provided, consideration should be given to how the design of the school site can assist with providing dual use of sports facilities, such as all-weather pitches.
6. The Council would expect new schools to be located in an area where the impact of pick-up/drop-off on local residents can be minimised. For example, pick up/drop off zones could be positioned adjacent to areas of public open space and/or sustainable drainage systems, in order to reduce the need for parents to park in proximity of resident driveways. Ideally, the school location should allow parents to pick-up/drop-off pupils on sections of highway with houses either only on one side of the road or on neither side of the road. The plan below of Bingham Primary School illustrates how schools can be positioned to minimise impact on residents.



7. New schools should not be located on cul-de-sacs wherever possible and should be accessible using safe, direct, and segregated walking and cycle routes and be accessible to public transport services, including capacity for school bus access and parking where required.
8. Any school to be built on land presently in the ownership of the County Council will be expected to include drop off and pick up provision on the school site itself to minimise impact on residential amenity further whilst still promoting alternative means of travel to school such as walking, cycling, scooting and the use of public transport.
9. Further examples of masterplanning considerations are included in Appendix C which includes guidance on the school location and surrounding land uses.



Figure 1 – An example of a suitably located school site, Bingham

School Scheme

10. The Council will work jointly with the LPA to agree the timing of the new school provision with the developer as part of the planning process, taking account of place-making objectives and education needs in the locality; this could potentially involve schools being delivered on a phased basis. The trigger points for delivering the school and/or making financial payments to the Council will be set out in the S106 Agreement pursuant to the outline permission for the development.
11. Prior to commencement of the housing development, the developer will confirm in writing to the County Council whether it intends to construct the school or pay the equivalent financial contribution, together with land, in accordance with the agreed trigger points set out within the S106 Agreement. If the developer elects to construct the school it will, prior to an appropriate trigger (being no later than occupation of the first dwelling), submit for approval a detailed school specification, together with a proposed construction programme and structured communications strategy. Together, these three components will form the 'school scheme'.

12. The school specification will be produced substantially in accordance with the space standards set out in the [Department for Education's Building Bulletin 103 \(BB103\)](#) (or any superseding document) and the design guidance in the current [Education Skills Funding Agency \(ESFA\) School Output Specification Generic Design Brief](#). This should include reference to its internal and external space requirements, external fabric, internal elements and finishes, environmental conditions, and building, mechanical and electrical services. School specifications should also place a high degree of emphasis on mitigating and adapting to the impact of climate change and should be built in accordance with latest government or council guidance with respect to sustainable building design.
13. Appropriate car parking facilities should be provided onsite comprising one space per full time equivalent member of staff, one visitor space per classroom and at least one disabled parking space (disabled spaces should equate to 4% of the total). There should be one electric charging point (7KW) for every ten spaces with provision for future expansion through electrical ducting to service all spaces. Cycle parking should be provided in a secure and covered location containing one space for every ten pupils plus spaces for at least 1/5 of full-time equivalent staff.
14. For primary school developments, developers should refer to the approved scheme at Widnall Drive in Bingham, as a reference case when formulating their design, particularly with respect to the height (single storey), internal layout, materials, and sustainable design. The approved plans, drawings, and other information is available to view on the [Nottinghamshire County Council Planning Applications Webpage](#) using the reference code FR3/4258. School specifications which are produced in accordance with the reference case will be viewed favourably by the Council.
15. The construction programme will set out the key milestones for the project delivery and the activities which the developer will undertake to meet those targets, which will include the final date for handover of the completed buildings and school site. This will be accompanied by a structured communications strategy which will confirm the mechanism and frequency through which project progress will be reported to the County Council and its property services firm, the Arc Partnership.
16. The Arc Partnership will be responsible for agreeing the school specification and monitoring the construction programme on behalf of the Council. Where the proposed school scheme is made in accordance with the design brief and best practice example above, the Council will usually provide feedback on the proposal within one month (please note that alternative primary school designs or designs for secondary schools would require a longer period for review). Should any issues be raised, the Council would request that the developer re-submits the scheme within one month of receiving the feedback. This process may continue until the scheme is deemed satisfactory and should take no longer than 6 months following receipt of the first submission. The Council would encourage developers to appoint design teams with a proven track record of delivering schools and who are willing to work proactively with its representatives.
17. The S106 Agreement will be inclusive of a monitoring fee of £10,000 (based on current contract prices and subject to increase in line with inflation) to cover costs incurred by the Council in appointing the [Arc Partnership](#) to oversee the project. This will include reviewing and providing feedback to the developer on the proposed school scheme, monitoring the construction process to ensure that the school is being built in accordance with the approved specification and construction programme (including site visits as necessary), and inspecting the final product.

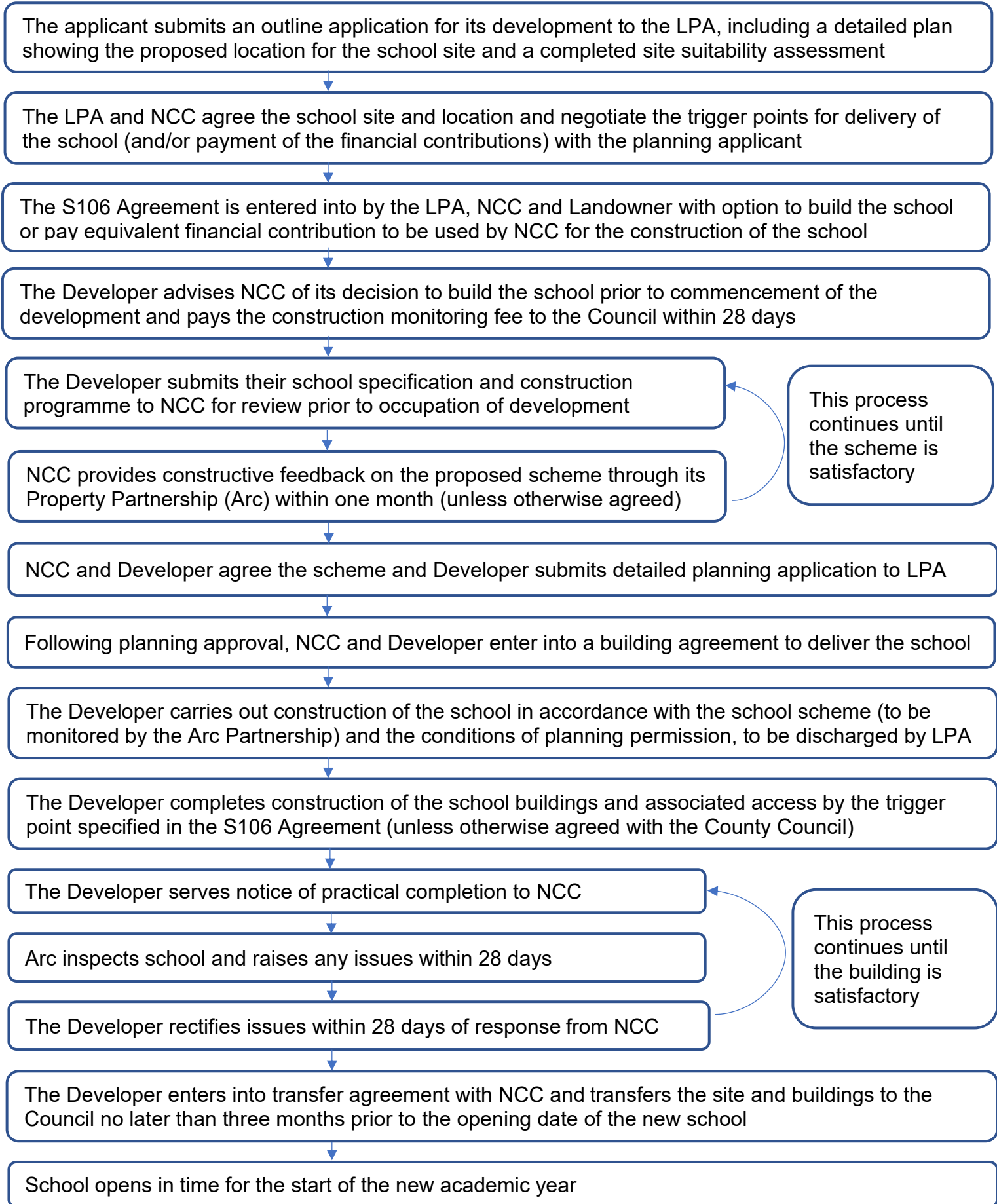
School Construction

18. Upon receipt of written approval of the school scheme the developer will submit a planning application to the Local Planning Authority for the development of the school and the developer will build the school in accordance with the agreed construction programme and the trigger schedule in the S106 Agreement (which will contain limitations on the number of residential dwellings which can be occupied before the school is completed, as agreed with the LPA and County Council). The Council will expect the developer to enter into a building agreement, agreed with the Council, prior to commencing the school development, which sets out terms for regulating the construction of the school buildings.
19. Upon completion of the school, the developer will serve notice of practical completion and the Council will be invited to inspect the building and its premises and highlight any issues that require rectification. The Council will highlight any issues within 28 days of inspection and the developer will have 28 days from the date of response to rectify any issues raised. The transfer of the site will only ensue once the Council is satisfied that the school is properly completed, and it shall be made for the consideration of one pound. The school must be completed and handed over at least three months (and no sooner than six months) prior to the start of the academic year in which the school is required to open to pupils.
20. The Council expects that new schools are transferred to the Council in a state that is ready to occupy, including ICT to service all rooms. Three months prior to the opening of the new school, the developer will provide a financial sum to the Council which is to be used by the education provider (usually a multi-academy trust) to purchase the furniture and equipment necessary to open the school. The current costs of furnishing a typically sized primary school are displayed below and are based upon the standard specification at Appendix B. The costs of furnishing larger primary and secondary schools will be calculated as needed. The costs below will be reviewed annually to allow for increases in supplier costs and index-linked within the S106 Agreement. This contribution will be payable by the developer irrespective of whether it elects to build the primary/secondary school or pay the primary/secondary school contribution.

<i>School Size</i>	<i>Furniture Contribution</i>
210-places	£240,000
315-places	£290,000
420-places	£340,000

21. The developer will agree to provide continuous and suitable access to the school for the school users in advance of highway adoption and will agree to the implementation of a Traffic Regulation Order and any offsite highway works as required. Any connecting infrastructure outside the school site boundary (including the footpath network) should be provided prior to the school opening and be constructed, surfaced, and lit to an adoptable standard. If the wider highway network has not been completed upon opening, a suitable turning facility should be provided outside of the school.
22. The precedent clauses for inclusion in the Section 106 Agreement are available at Appendix A and relate to the provision of the school, the school site, and the terms for their transfer.

Process Map for Developer Delivered Schools



Appendix A – Template Clauses for Section 106 Agreements

DEFINITIONS

Building Agreement means one or more building leases or other agreements for the construction of the Primary/Secondary School and which sets out the terms for regulating the construction of the Primary/Secondary School

Completed means built to a point where the accommodation is fit and ready for Occupation and in the case of any infrastructure works or highway works that it is completed in accordance with the relevant specification and Completion shall be construed accordingly

Conduits means sewers drains watercourses pipes cables wires channels gutters ducts flues conduits laser optic fibres electronic data or impulse communication transmission or reception systems and other conducting media and installations ancillary equipment and associated facilities for the transmission of Services

Core Facilities means the facilities required for the Primary/Secondary School in addition to the classrooms including but not exclusively kitchens halls central administration areas playing fields playground and other specialist accommodation

Form of Entry means the number of classes per year group within school

Primary/Secondary School [Phase One/Phase Two] means the provision of primary/secondary school facilities to provide a [XXX] form entry primary/secondary school together with a [XXX] place nursery/sixth form on the Primary/Secondary School Site to be constructed in accordance with the Primary/Secondary School Specification

Primary/Secondary School Contribution means the sum of £[XXX] index linked to be used by the County Council towards the provision of the Primary/Secondary School on the Primary/Secondary School Site

Primary/Secondary School Site means a site of [hectares] in extent for the Primary/Secondary School in the location shown on Plan [X] to scale and providing datum point to measure from

Primary/Secondary School Access Route(s) means the route(s) shown [] on Plan X for pedestrian, cycle and vehicular access to and egress from the Primary/Secondary School Site to and from the adopted highway

Primary/Secondary School Construction Programme means a document detailing each stage of work which will be undertaken to build the Primary/Secondary School including the dates for completion of each stage and approved in writing by the County Council

Primary/Secondary School Communications Strategy means a plan for communicating with the County Council and its representatives during the delivery of the Primary/Secondary School approved in writing by the County Council

Primary/Secondary School Specification means the specification for the Primary/Secondary School and approved in writing by the County Council comprising Core Facilities for a typical primary/secondary school specification including room data sheets the mechanical outline specification and general electric specification and the equipment specification sufficient to define the build and equipment requirements for a fully operational and equipped school for the Owners of the

Primary/Secondary School Site to pass to the County Council in accordance with best practice including the Department for Education's Building Bulletin 103 and Education Skills Funding Agency School Output Specification Generic Design Brief (or such replacement documents)

Primary/Secondary School Scheme means the Primary/Secondary School Specification, the Primary/Secondary School Construction Programme, and the Primary/Secondary School Communications Strategy

Primary/Secondary School Transfer Terms means the terms for the transfer of the Primary/Secondary School Site as set out at Schedule [X]

Primary/Secondary School Furniture Contribution means the sum of £[XXX] index linked to be used by the County Council towards the provision of furniture and equipment which is necessary to provide the Primary/Secondary School

Primary/Secondary School Monitoring Fee means the sum of £[XXX] index linked to be used by the County Council to review and approve the Primary/Secondary School Specification and monitor the delivery of the Primary/Secondary School Construction Programme

Practically Completed means fully constructed and in a state suitable and available for its intended end use and the terms Practically Complete and Practical Completion shall be construed accordingly

Ready State: means land which is:

- a) a cleared site free of rubble, overspill, builders' materials and any other debris;
- b) level with its adjoining boundaries; and
- c) a Serviced Site.

Services means water soil electricity gas fuel oil television and telecommunication services and for the disposal of foul water and / or surface water and any other relevant services set out in the definition of Serviced Site

Serviced Site means:

- (a) a level site remediated to a residential standard and the full site investigation report, together with the remediation strategy agreed by the Council in consultation with the County Council and any signed off validation report that is required to confirm the remediation strategy has been successfully implemented to the Council's and County Council's satisfaction;
- (b) without the presence of ordnance or protected or invasive species with all necessary access and rights of access (including free and uninterrupted construction access and to enable the secure passage of people on opening);
- (c) with any necessary stopping up and diversion orders in respect of public rights of way;
- (d) where the Primary/Secondary School Site forms part of a larger existing or proposed school site then the boundaries must be contiguous without any ransom strip or other title defect or issue.
- (e) provision of gas, electricity, water, foul sewerage, telecommunications and broadband internet and any other Services (all Services to be of sufficient size and capacity for the use of the Primary/Secondary School Site for the purposes of the Primary/Secondary School) or infrastructure appropriate (to adoptable standard where applicable) to the extent necessary so that the land and services are adequate for use as a Primary/Secondary School (including a sprinkler installation) and to finished site levels as agreed with the County Council as suitable to enable the use of the Primary/Secondary School Site for its intended purpose; and
- (f) with surface water drainage to accommodate the 1 in 30 year design flow with attenuation up to 1 in 100 years plus climate change meeting government guidance at the time of application, provided

within the overall development site and where the utility is to be adopted with an executed agreement (if required) with the relevant body transferred with confirmation that the infrastructure will be adopted without further payment to the relevant body

PART 1 – SCHOOL SITE

The Owner[s] covenant[s] [jointly and severally] in favour of the County Council as follows:

1. To reserve the Primary/Secondary School Site within the Development, the location of which is shown on Plan [X], to accommodate the construction of a new Primary/Secondary School to serve the Development and to bring forward Reserved Matters Applications for the Development in a way that is consistent with the location at Plan [X] so as not to prejudice the delivery of a Primary/Secondary School in such agreed location.
2. Upon written notice from the County Council the Owner shall permit any persons nominated by the County Council to enter onto the Primary/Secondary School Site free of charge but only to the extent that it is reasonably necessary for the purpose of undertaking surveys inspections tests and investigations on the Primary/Secondary School Site subject to any reasonable requirements that the Owner may have in relation to the security or the interest of health and safety.
3. Not to Commence Development until the Owners have elected in writing by prior written notice to the County Council either:
 - (a) to provide the Primary/Secondary School on the Primary/Secondary School Site in accordance with a Primary/Secondary School Scheme to be agreed with the County Council; or
 - (b) to pay to the County Council the Primary/Secondary School Contribution to enable the Primary/Secondary School to be built on the Primary/Secondary School Site

PART 2 – OWNER DELIVERY

4. In the event that the Owners elect to build the Primary School under Paragraph 3(a) of Part 1 then the Owner covenants with the County Council as follows:
 - (a) to pay the Primary/Secondary School Monitoring Fee to the County Council within 28 days
 - (b) not to Occupy or permit to be Occupied any more than [XXX] Dwellings unless and until the Primary/Secondary School Scheme has been submitted to the County Council for approval and the County Council has (acting reasonably) approved in writing the Primary/Secondary School Scheme having regard to the Department for Education’s Building Bulletin 103 and School Output Specification Generic Design Brief (or such replacement documents).
 - (c) following the approval of the Primary/Secondary School Scheme to submit and then secure all reserved matters approvals, building regulation approval and all other necessary consents for the construction of the Primary/Secondary School to the design and specification agreed with the County Council and to the reasonable satisfaction of the County Council within [XXX] months;
 - (d) Following the grant of reserved matters approvals, building regulation approval and all other necessary consents for construction of the Primary/Secondary School to notify the County Council in writing and to enter into a Building Agreement for the construction of the Primary/Secondary School such Building Agreement to be approved by the County Council;
 - (e) to complete the construction of the Primary/Secondary School [Phase One and the Primary/Secondary School Phase Two] in accordance with the agreed Primary/Secondary School Scheme;

- (f) to provide and make available for Occupation the Primary/Secondary School [Phase One] prior to the Occupation of the [XXX] Dwelling within the Development;
- (g) to provide and make available for Occupation the Primary/Secondary School [Phase Two] prior to the Occupation of the [XXX] Dwelling within the Development;

5. Following the Practical Completion [respectively] of the Primary/Secondary School [Phase One and Primary/Secondary School Phase Two] the Owners to invite the County Council to inspect [that part of] the completed building and premises within the Primary/Secondary School Site and being reasonably satisfied on an inspection that all requirements of this Schedule have been satisfactorily carried out and the covenants performed including that the Primary/Secondary School has been constructed in accordance with the Primary/Secondary School Specification and that the Primary/Secondary School Site is a Serviced Site the County Council shall issue a certificate to such effect (the "Primary/Secondary School Approval") provided that if the County Council is not so satisfied the Owners shall remain responsible for the proper maintenance of the Primary/Secondary School [Phase One and/or Primary/Secondary School Phase Two] until such time as the County Council confirms in writing that the outstanding work has been completed or the defects have been remedied to its satisfaction to allow the Primary/Secondary School Approval to be issued;

6. Following issue of the Primary/Secondary School Approval by the County Council pursuant to paragraph (x) the Owners to offer to transfer the Primary/Secondary School Site and the Primary/Secondary School to the County Council for nominal consideration in accordance with the construction programme and the Primary/Secondary School Transfer Terms. The Owners shall provide the County Council with paper and electronic copies of the as-built drawings, health and safety file, operation and maintenance manuals and any guarantees or warranties relating to the Primary/Secondary School structure.

7. The County Council covenants in favour of the Owner to use reasonable endeavours to accept the transfer of the Primary/Secondary School Site on issue of the Primary/Secondary School Approval in accordance with the timing of the Owner's obligation at Part 2 paragraph [X] and the Primary/Secondary School Transfer Terms

8. On transfer of the Primary/Secondary School and Primary/Secondary School Site pursuant to paragraph [X] the Owners shall pay to the County Council the Primary/Secondary School Furniture Contribution and shall not Occupy any more than [XXX] Dwellings unless and until such sum has been paid to the County Council in full.

PART 3 – COUNTY COUNCIL DELIVERY

9. In the event that the Owners elect to pay the Primary/Secondary School Contribution under Paragraph 3(b) of Part 1 then the Owner shall transfer to the County Council the Primary/Secondary School Site prior to the Occupation of the [XXX] Dwelling within the Site and shall pay the Primary/Secondary School Contribution to the County Council in the following instalments:

- (a) [X]% of the Primary/Secondary School Contribution prior to Commencement of Development
- (b) [X]% of the Primary/Secondary School Contribution prior to Occupation of [XXX] Dwellings
- (c) [X]% of the Primary/Secondary School Contribution prior to Occupation of [XXX] Dwellings
- (d) [X]% of the Primary/Secondary School Contribution prior to Occupation of [XXX] Dwellings

10. Prior to transfer of the Primary/Secondary School Site from the Owners to the Council the Primary/Secondary School Site must be in a Ready State and in order to confirm that the Primary/Secondary School Site is in a Ready State the following procedure shall be followed:

- (a) prior to the transfer of the Primary/Secondary School Site the Owners shall inform the County Council in writing that in the opinion of the Owners (acting reasonably) the Primary/Secondary School Site is in a Ready State;
- (b) if the County Council (acting reasonably) does not agree that the Primary/Secondary School Site is in a Ready State then it shall specify the reasons for this in writing to the Owners and the Owners (if they accept these reasons) shall take such steps to rectify the position in order that the County Council (acting reasonably) agrees that the Primary/Secondary School Site is in a Ready State;
- (c) if the Owners and the County Council are unable to agree whether or not do not accept that the Primary/Secondary School Land is not in a Ready State for the reasons given by the Council then clause [X] of this deed [DISPUTES] shall come into operation.

11. On payment of the final instalment of the Primary/Secondary School Contribution the Owners shall pay to the County Council the Primary/Secondary School Furniture Contribution and shall not Occupy any more than [XXX] Dwellings unless and until such sum has been paid to the County Council in full.

PART 4 – SCHOOL TRANSFER TERMS

12. Each party shall bear their own costs of the transfer.

13. The Transfer shall be substantially in the form annexed at Annexure [] and for the avoidance of doubt shall include provisions to the following effect:

- (a) The Transfer shall be made with full title guarantee free from encumbrances
- (b) Consideration of one pound (£1.00)
- (c) Restrictive covenant by the County Council for the benefit of the retained land that the Primary/Secondary School Site to be used solely for educational and ancillary purposes for a period of 60 years from the date of Transfer
- (d) In the event that the Primary/Secondary School is not built on the Primary/Secondary School Site within 10 years of the transfer of the Primary/Secondary School Site the transferee shall (at the request of the transferor) transfer the Primary/Secondary School Site back to the party by whom it was transferred or their nominee, such transfer to be at nominal consideration and on such terms as the parties shall agree acting reasonably
- (e) The transferor to grant to the County Council (and successors in title) the following rights:
 - sufficient vehicular and pedestrian access rights over the Primary/Secondary School Access Route(s) to enable the Primary/Secondary School Site to be used for the purposes of a Primary/Secondary School X];
 - sufficient rights to free and uninterrupted passage and running of Services from and to the Primary/Secondary School Site through any Conduits now laid or to be laid in under or over the retained land [or other land as necessary]
 - rights to construct connections and connect to roads / footpaths / cycleways as required;
 - rights to enter upon the retained land as shall be reasonably necessary for the purposes of making connections to the Service Conduits and of inspecting repairing maintaining renewing [laying] and cleansing any Service Conduits;
 - such rights of support for the Primary/Secondary School Site as may be requisite to ensure the stability and integrity of the Primary/Secondary School Site and of any buildings erected or to be erected upon the Primary/Secondary School Site.
- (f) Covenants by the transferor / owner of the land over which rights granted:
 - to provide the Primary/Secondary School Access Route(s) to the construction standard, width and surfacing set out in the planning permission for the Primary/Secondary School and in time for the opening date of the Primary/Secondary School as required by the County Council
 - to maintain in good and substantial repair and condition the Primary/Secondary School Access Route(s) until they are adopted as highways maintainable at the public expense;



- to install and maintain sufficient lighting for the Primary/Secondary School Access Route(s);
 - to ensure that safe and well-lit pedestrian access over the Primary/Secondary School Access Route(s) is maintained at all times during the construction phase of the Development;
 - to install and maintain any required pedestrian crossings to ensure safe pedestrian use of the Primary/Secondary School Access Route(s);
 - to maintain in good and substantial repair and condition sewers and drains and other drainage infrastructure serving the Primary/Secondary School Site until such time as they are adopted by the statutory undertaker;
 - [any specific covenants needed regarding timescales for construction of any infrastructure required to serve the Primary/Secondary School Site] [Or any works to be carried out on the Primary/Secondary School Site by the transferor / other party post transfer]
 - [to grant such easements / wayleaves as may be required to enable the laying / construction / use / repair and maintenance of Service Conduits within / above the retained land]
- (g) Such additional provisions as may be required by the County Council (acting reasonably) included but not limited to issues arising as a result of finalisation of the transfer plan and access and services routes, any site specific issues and any issues arising from title investigation to the Primary/Secondary School Site including but not limited to granting the County Council reliance on any and all site investigation reports and validation reports referred to in part (a) of the definition of Serviced Site.



Appendix B – Primary School Furniture and Equipment

The specification below is indicative and based upon a 210-place primary school with a 26-place nursery. Note: the nursery rooms will require specialist furniture which will be determined by the Academy Trust and is therefore not included in the schedule.

This schedule is comprised of the following tables:

- Table 1 - Indoor Furniture
- Table 2 - ICT Equipment
- Table 3 - Outdoor Facilities

Table 1 – Indoor Furniture Requirements

Room	Item	Quantity
Classrooms	Chairs - pupils	32
	Tables - pupils	16
	Lockable 3 Drawer cabinet	1
	Tall lockable cupboard	1
	Chair teacher/TA	2
	Table teacher	1
	Shelving in storeroom (fixed furniture)	3-4
	Clock	1
	Storage Tray 3 bay units	2
	Pin Boards	4
	Pupil coat pegs	32
	Staff coat pegs	2
	White marker boards	1
	Group Rooms	Table
Chairs - pupils		6
Chair - adult		1
Library	Bookcase moveable	8
	Chairs - pupils	16
	Tables - pupils	4
	Bean bags	6
	Clock	1
SEN Room	Desk	1
	Chairs	3
	Bean bags/ soft seating	3
	Shelves	2
	Lockable cupboard	1
	Lockable undercounter fridge - medicines	1
	Small freezer - ice packs	1
Food/DT Room	Fitted Cupboards	4
	Pupil Tables	4
	Chairs for Pupils	16
	Chair for Adult	1
	Electric cooker	1
	Microwave	1
	Fridge/freezer	1



	Soap and paper towel dispenser	1
	Hand dryer (where there is sink)	1
Head Teacher Office	Desk	1
	Chair	1
	Small meeting table	1
	Chairs	4
Admin Office	Desks	3
	Chairs	3
	Lockable storage cupboards/tambour units	3
	Floor safe	1
	Laminator (office, FS, KS1,KS2, repro room)	5
	Defibrillator (optional)	1
	First Aid kit	1
	Clock	1
Other Offices	Desks	1
	Chairs	1
	Storage cupboards	1
Staffroom	Chairs	12
	Coffee table	2
	Clock	1
	Pin Boards	3
	Fridge/freezer	1
	Water boiler	1
	Kitchen cupboards (fitted)	4
	Dishwasher	1
	Microwave	1
	Toaster	1
	Coat hooks	30
	Crockery/cutlery etc	As required
	Pigeonholes	30
	Shredder	1
	Soap and paper towel dispenser	1
	Hand dryer (where there is sink)	1
Kitchen (Kitchen staff area)	Desk	1
	Chair	1
	Lockers for Midday (set of 8)	1
	Hand Soap Dispenser	1
	Paper Towel Dispenser	1
	Toilet Roll Dispenser	1
	Hand Dryer	1
	Mirror	1
Catering Kitchen	Fully fitted catering kitchen (electric). Specification to be agreed with academy	N/A
Entrance/Reception	Visitor chairs	3
	Clock	1
	Display Boards	2

Hall	Foldaway dining tables and chairs	As required
	PE climbing frame	As required
School Kitchen Store	Wire shelving units	4
	Janitors Sink (high level and low level)	2
	Soap Dispenser	1
	Hand dryer	1
	Paper Towel Dispenser	1
Staff PPA Room	Fixed worktops	3
	Chairs	6
	Clock	1
Reprographics Room	Worktop (for cutting)	1
	Guillotine	1
	Shelving (fixed furniture)	3-4
PE Store	PE/gym equipment	As required
	Racking	4-6
Early Years Small Kitchenette	Water boiler	1
	Fitted cupboards	4
	Lockable undercounter fridge	1
	Washer/dryer	1
	Microwave	1
	Soap and paper towel dispenser	1
	Hand dryer (where there is sink)	1
Hygiene Suite	Hydraulic height adjustable changing bed	1
	Lockable cupboard	1
Hygiene Suite [Nursery]	Hydraulic height adjustable changing bed	1
	Lockable cupboard	1
Toilets	Soap Dispenser	2-3
	Hand dryer (subject to academy approval)	2
	Paper Towel Dispenser	2
Cleaners Stores	Janitors sink	1
	Fixed shelving (fixed furniture)	2-3
All Storerooms	Fixed shelving (fixed furniture)	2-3
Miscellaneous	Indoor recycling bins	10

Table 2 – ICT Server and Equipment

ICT	Item	Quantity
Equipment¹	Interactive White Board Height Adjustable Inc fitting (1 per classroom)	8
	Classroom WIFI Access Point Inc fitting (1 per classroom)	8
	Additional WIFI Access Point Inc fitting	4
	Staff laptops	20
	Pupil laptops	60
	Laptop trolley	2

¹ These are provided as examples and will be determined by the academy trust

	Admin PCS	4
	Admin monitors	4
	Hall large screen (incl. trolley if required)	1
	Printer quarters	4
Server	New Server	1
	Consumables/patch leads etc for Aruba	1
	Supply and Fit new 48 Port Switches	1
	Additional Switches for cab	4
	Switch up links - Gigabit	4
	Supply and Fit new UPS Battery for Server	1
	Entrance system	1

Table 3 – Outdoor Facilities

Item	Quantity
Litter bins for playground	4
Grit bins	2
Early Years fixed play equipment	5
Early Years outdoor storage shed - easy access child play equipment	2
Trim Trail/Play Equipment	5
Cycle Storage	1
Playground markings	4
Mobile Goal Posts	2
Large outdoor storage shed near playing field (for mobile goal posts etc)	1
Early Years large canopy for free flow learning	1
A sunshade canopy in an appropriate place where it does not impede on the use of marked out courts/hard surfaced areas	1
A turfed play area should be included in contractor build costs as the seeding of pitches takes up to 2 years to grow before they can be used fully	1

Appendix C – School Site Suitability Checklist

Site Name & Address:	Postcode	
	Site Area (hectares)	

Please tick one column for each criterion. If you have answered “Does Meet” then supporting evidence must be provided for each answer. Please use the final column to signpost your evidence and any accompanying studies (to be attached). If you have answered ‘Will Meet’ in relation to any criteria, please give details of how and when the criteria will be met in the final column.

CRITERIA	Does Meet	Will Meet	Won't Meet	Evidence / Comments
<i>Is the land suitable for the construction of high-quality education buildings and outside spaces?</i>				
Flat ground				
Broadly level (a gradient of 1 in 70, across the width, is ideal to assist water runoff from most pitches)				
At level with surrounding areas and with suitable points of access (vehicular and pedestrian)				
Roughly rectangular in shape				
Sufficient width and length for size for size of an education facility in line with current Building Bulletins BB103				
At least 30cm of clean topsoil				
Free draining across the whole site and not liable for flooding or record of previous flooding				
Standard trench fill / strip foundations can be used				
No covenants are in place in relation to the land and no restrictions on the land have been negotiated with neighbouring parties				

<i>Is the site appropriately located for a school and early years facility to be established?</i>				
Centrally located to the overall development or area the school				

will serve				
Accessible from suitable highways (not a cul de sac) and with safe, direct, and segregated walking & cycling routes				
Accessible to public transport services and provides capacity for school bus access and parking where required				
Located in an area where the impacts of pick up/drop off on local residents can be minimised				
Well located in relation to other neighbourhood facilities and public realm				
Not crossed by any public rights of way or access wayleaves				
Not crossed by or bounded by any powerlines				
Not crossed by and sufficiently distant from any gas mains				
Outside the cordon sanitaire of any sewage plant				
Free of items or structures of archaeological interest				
Free from protected species or habitats of special interest				
Site not part of a conservation area or subject to any special planning authority restrictions				

<i>Is the site and surrounding area free of pollution, contamination, and other risk factors?</i>				
Free of soil and water table contamination				
Outside any current or proposed 55db LAeq (30min) noise source or contour				
Free from radiation or potential sources thereof				
Air quality standards are met				
Free from invasive plants such as Japanese Knotweed				
Not affected by ground gasses and vapours				
Not affected by potential sources of light pollution e.g. major roads, car parks or industry				

<i>Is the site sufficiently distant from any land use that could cause public anxiety? Including the following:</i>				
Chemical or petro-chemical production or storage				
Establishments storing or handling live viruses				
Facilities housing or treating people with a history of violence or a threat to children				
Incinerators				
Sites currently or previously used for land fill or rubbish disposal				
Aviation or high speed transportation e.g. train lines or helipads				
Major roads or traffic honeypots e.g. large retail outlets				
Prisons or facilities for persons with a history of offending				
Phone or radio masts and transmitters				
High voltage power lines				
Firing ranges, premises storing live ordnance / ammunition or UXB sites				
Land or buildings with a use emitting a strong odour				
Quarries or other major sources of dust				
Premises housing dangerous animals, birds, reptiles or insects				

<i>Is the site free from encumbrances that may need to be removed?</i>				
Free of buildings and other surface structures				
There are no trees on or abutting the site				
Free of underground pipes, cables, underground utilities, and any easements relating to the same				
Free of ponds, ditches or water courses				
Free from foundations, fuel tanks and other buried structures				
Free from spoil and fly tipping				
Free from filled spaces including mineral workings and land fill				

Free of void spaces including wells, sumps and pits				
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Please give details of any current or proposed adjoining land use that may disrupt the normal functioning of a school or early years facility, detract from learning or place anyone associated with the establishment at risk.

Please give any other details you know about, that may make this land unsuitable for a school or early years facility or may add to the cost of building or establishing one on the site.

DECLARATION

I confirm that the information I have given represents full disclosure of the facts and I have taken all necessary steps to ensure it is accurate beyond reasonable doubt. Should any information become evident in the future, that may have altered the response I have given, I will bring these facts to Nottinghamshire County Council's attention immediately.

SIGNED:

**Print
Name**

ON BEHALF OF:

DATE: