Ringmer Primary School



Design and Access Statement



Job Number 10909

Date: 29th September 2014 Revision A



Submission Schedule

Design & Access Statement

Existing Survey Drawings

| Topographical Survey | S814/0418/P001 rev 2 |
|----------------------------------|----------------------|
| Ground Floor Plan Survey | S814/0418/P002 rev 4 |
| Building Elevations 1 – 3 Survey | S814/0418/P003 rev 2 |
| Building Elevations 4 – 8 Survey | S814/0418/P004 rev 2 |
| | |

Architectural Drawings (all revision P1)

| Location Plan | AR-WS-XX-PL-100-001 |
|--------------------------------------|---------------------|
| Site Plan | AR-WS-XX-PL-100-002 |
| Demolition Plan | AR-WS-XX-PL-100-003 |
| Existing Ground Floor Plan | AR-XX-00-PL-200-001 |
| Existing Roof Plan | AR-XX-00-PL-200-002 |
| Proposed Ground Floor Plan | AR-XX-00-PL-200-003 |
| Proposed Roof Plan | AR-XX-00-PL-200-004 |
| Existing Elevations (Whole Building) | AR-XX-XX-EL-251-001 |
| Proposed Elevations (Whole Building) | AR-XX-XX-EL-251-002 |
| Proposed Extension Elevations | AR-XX-XX-EL-251-003 |
| Existing and Proposed Sections | AR-XX-XX-EL-251-003 |
| | |

Other Drawings

| Landscape Masterplan | RCo125/03 |
|---|---------------------|
| Tree Protection Drawing Sheet A (1of 2) | RCo125/01/A |
| Tree Protection Drawing Sheet B (2of 2) | RCo125/01/B |
| Preliminary Transport Management Measures Plan | UKP-137-01/B |
| Proposed Site Drainage Layout Plan | H18363 P 101 |
| External Lighting Isolines | 14068 E 63 EX 01 P3 |
| External Lighting Layout | 14068 E 63 EX 02 P3 |
| Traffic Management Plan – Site Access Plan | 001 |
| Traffic Management Plan – Site Setup | 002 |
| Site Establishment Plan - Temporary Accommodation | 003 |
| | |

Supporting Documents

School Governing Body Statement Letter of Support from Ringmer Community College Flood Risk Assessment Part 1 Flood Risk Assessment Part 2 Internal and External Noise Levels Report Arboriculture Impact Assessment & Method Statement Baseline Ecological Evaluation & Impact Assessment Bat Survey Report Unexploded Ordnance Prelim Risk Review Transport Statement (including School Travel Plan) Existing Tree Schedule Landscape Design Strategy & Outline Planting Schedule

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1.0 Introduction

This planning application seeks approval for part demolition and single storey extensions of Ringmer Primary School, Harrisons Lane, Ringmer.

In order to keep up with demand for current and projected pupil places in the village of Ringmer, East Sussex County Council has identified the need to increase the capacity of Ringmer Primary School from a single form of entry (210 pupils), to a one and a half form of entry (315 pupils).

A feasibility study was carried out to look at options of how best to achieve this, and the solution that has emerged seeks to not only address the amount of accommodation, but also resolve inherent problems of internal and external circulation as well as disabled access and the size of existing classrooms.

2.0 Context

2.1 Site

Located on its eastern edge, Ringmer Primary School is the only primary school in the village. The school is bounded to the north and west by residential houses, with Ringmer Community College's playing fields to the east and a stream to the south, which separates it from agricultural land.



Fig. 1 Plan view of Ringmer



Fig.2 Aerial View of Site

2.2 Existing School Building

The school we see today is composed of two distinct blocks. The first was designed as an infants' school and built in the early 1970s. It has a flat roof with brick, timber, tile or PVC cladding and replacement PVC windows and doors.



Fig. 3 Photo of 1970s Block

The second block was built as an extension in the 1990s to accommodate Juniors on the school site. It has a tiled pitched roof (with some recently added PV panels), facing brick walls and composite timber/aluminium PPC windows and doors.



Fig. 4 Photo of 1990s Block

One mobile classroom is installed on site and it will be removed as part of these proposals.



Fig.5 Photo of Mobile Classroom

2.3 **Proposed Demolition**

The portion identified for demolition is in the 1970s block. This area is used by Reception, Years 1 and 2 and a Nursery. The feasibility report highlighted the poor condition of this part of the school and its complete lack of corridors that results in near constant disruption as people move around.



Extent of Demolition Plan Fig. 6

2.4 Ecology

A Baseline Ecological Evaluation and Impact Assessment Report has been prepared by Greenwood Environmental. A copy of their report is included as a supporting document for this application.

2.5 Phasing

The main construction works will be undertaken as a single phase. This will minimize disruption and the time to construct the extensions, but does mean that a number of temporary classrooms will need to be brought to the school to decant staff and pupils while their new accommodation is being built. These units will be removed from site when the new accommodation becomes available. The layout of these units is shown on Sunninghill Construction's Site Establishment - Temporary Accommodation (drawing number 003).

2.6 Flood Risk Assessment (text by Gyoury Self Partnership) A Flood Risk Assessment has been prepared by Gyoury Self Partnership, and a copy of their report is included as a supporting document for this application. Appendices referred to here appear in Part 2 of their report.

There is an unnamed watercourse which is situated 20m south, parallel to the southern boundary of the site. This flows in an easterly direction, and joins the River Ouse several kilometres downstream.

A topographic survey in Appendix D of our shows the site slopes from north to south towards the river between 16.73m to 14.33m AOD, at a gradient of approximately 1:40.

The British Geological Survey (BGS) indicates the site overlies bedrock of Gault Formation (mudstone), with no record of superficial deposits. It is likely that the mudstone provides little permeability, and the use of infiltration methods is unfeasible. A site investigation prepared by Southern testing dated 27th August 2014 confirmed that soakaways were note feasible.

The Environment Agency's (EA) Rivers and Seas Flood Map (Appendix X) shows the site lies within Flood Zone 1 (FZ1), as having a low probability of flooding. Land in FZ1 has less than a 0.1% (< 1 in 1000) annual chance of flooding. Although the site is close to a watercourse, the map shows that a higher risk of flooding (Flood Zone 2) is modelled further downstream, away from the site.

The EA's surface water flood map indicates the majority of the site is at 'very low' risk of surface water flooding. There is however a section along the northern edge of the building shown to be at 'high' risk, likely due to the slope of the land towards the river and the existing building blocking overland flow, allowing water to pond along the edge of the building. The existing ground level in this area is approximately 16.20, with the ground levels either side at 16.500m, although there is a floodflow route existing around the east side of the building at 16.24, so water should not build up to any more than 50mm or so.

The EA's groundwater maps were also analysed. These show that the site does not overlie either a groundwater source protection or vulnerability zones.

Lewes District Council commissioned a Strategic Flood Risk Assessment to be carried out. The document indicates there have been no historic flood incidents on the site itself from any source.

The existing drainage on site discharges to the public, Southern Water, foul and surface water sewers that run from north to south through the site. It is assumed the surface water sewer discharges into the watercourse south of the site. See Sewer records in Appendix C.

The site drainage proposals are to restrict the whole site to 50% of the existing peak 1 in 1 year flow rate from the site, and provide attenuation via storage tank and surface ponding up to the 1in 100 year + 30% storm event. This is to be located in the playing field to the east.

Educational Justification 3.0

3.1 Education Statement to Support Extension (text by East Sussex County Council)

The 'School Organisation and Place Planning in East Sussex' report for 2013/14 sets out how the Local Education Authority ensures there are sufficient school places for children in East Sussex. The plan sets out how ESCC undertakes school place planning, including a pupil forecasting methodology. The Council has a track record of highly accurate forecasting on pupil places and in working in partnership with schools to deliver new places. The plan is available to download from www.eastsussex.gov.uk/educationandlearning/management/download.htm and informs the case for this extension.

Ringmer Primary School is located in the village of Ringmer, just outside Lewes in East Sussex. It is the only primary school in the village. The school has a Pupil Admission Number (PAN) of 30 and a capacity of 210 places.

As a consequence of a rising birth rate and recent/planned housing development in the village, the school is facing a shortage of Reception Year places of up to half a form of entry in the coming years. In September 2010, Ringmer admitted 20 over its PAN in its Reception Year. Since September 2012, intakes have increased in the region of 45 each year and this trend is set to continue. ESCC recently secured planning approval for the installation of a temporary classroom for September 2012. In

the longer term the Local Education Authority needs to consider the potential for permanent enlargement of the school should the predicted level of demand for places be maintained. A feasibility study was undertaken in 2012 to enable recommendations to the Senior Management Team at ESCC and to inform a future Capital bid. Funding for this project was identified as part of the Capital programme 2014-15 to 2017-18 in February 2014.

The objectives of this proposal are summarised as follows:

To permanently increase the school's capacity from 210 places to 315 places (1.5 forms of entry) through extension and remodelling of the existing premises To develop the school in accordance with Building Bulletin 99 and current best practice To develop the school in line with Council's policies, e.g. disabled access, sustainable buildings To maximise the school's external spaces for teaching, learning and play To provide accommodation for nursery places to match the existing capacity but furthermore to introduce the concept of an Early Years Village. The East Sussex Foundation Stage Village project aims to provide seamless early education. The aim is to prolong the benefits of good nursery or pre-school experience and ultimately reduce the potential trauma of change and upheaval for young children. The Village approach would create an emotionally and physically secure environment where nursery and reception age children would be totally integrated and would not have to experience another move until the start of Y1.

Whilst the primary object of this project it to provide additional Primary accommodation everything possible is being done within the terms of the brief to provide enhanced and improved accommodation across the school for all age groups, looking at classrooms, outside play spaces and communal areas.

Please refer to East Sussex County Council's text entitled 'Education Statement to support extension,' which is a supporting document of this planning application.

Consultation 4.0

School and Public Consultation 4.1

Regular Project Team meetings with the school have benefited from the input of several key stakeholders including the Head Teacher, Deputy Head Teacher, and several of the Governors. They have been engaged and influential in shaping the brief and reviewing the design.

A presentation to school and nursery staff was given on Wednesday 23rd July 2014 and another public consultation event was held at the school on Friday 25th July from 5 to 7pm. The proposal at this time was to build to the east and link up with the 1990s block. Both presentations were well attended and valuable feedback gathered from them was used to explore and develop the current design.

4.2 Pre-Application Advice

A meeting was held with ESCC Planners in Lewes on Wednesday 30th July 2014. Two options were tabled i) a new build single phase block to the east of the 1990s block and ii) a two phase option occupying the footprint of the existing KS1 area and Nursery of the 1970s block. This planning application is a development of the latter, but as a single rather than two phase development.

5.0 Design

5.1 Strategy & Layout

The gated entrance to the site from Harrisons Lane provides both vehicular and pedestrian access. Staff car parking is immediate, and this serves also as the service route to the kitchen and for refuse collection as well as access to the school bungalow.

Presently, there is a problem in that pupils and parents have to walk through the nursery and reception playgrounds to access the main school playground.

As the new site master plan shows we propose to solve this by creating a safe pedestrian route to the playground along the southern boundary, which is separated from the play areas by a new fence and will have lighting as shown on the external lighting plan.

The school's administration, hall and kitchen areas have been retained. There is some internal remodelling to these areas such as removal of a column in the hall to create a practical shape for assemblies and introduction of a disabled WC.

A new main entrance adjacent to the existing administration area shares a canopy with a separate dedicated nursery entrance. This position for the nursery entrance facilitates easy drop off and pick up without entering the rest of the school or its grounds.

A new corridor along the length of the hall means that circulation is no longer via the hall and activities within it will no longer be disturbed by this traffic. The corridor leads down towards the centrally located Learning Resource Centre (LRC(Library)) on the left, and there are views into the courtyard of the Day nursery on the right.

The concept of an 'Early Years Village' whereby nursery and reception children and staff are located close together to foster a stronger relationship is reinforced by the large sliding internal doors that link their spaces together.

Six existing Key Stage 2 classrooms in the 1990s block will be extended with simple single storey brick faced extensions. In doing this, a valuable 10m2 or so is added to each, which makes them more viable to teach the number of children in each class.

We have tried to rationalise and maximise the external space available to the children and teachers to be used for both play educational purposes. With this in mind a patch of ornamental grass adjacent to the main entrance will be converted into the nursery's external play area with its own canopy for shade.

The school has benefited from an informal arrangement to use the playing fields of its neighbour Ringmer Community College and this arrangement is not affected by these proposals. Please also refer to the letter received from the college in support of this application.

5.2 Use

There are no alterations proposed to the existing school bungalow and the school will continue to function as a primary school with a day nursery.

5.3 Amount

The gross internal area of the existing school is 1,767.6 m2 (including the one mobile classroom).

The area of single storey building to be demolished is 637.4 m2 (includes removal of the mobile classroom).

The total amount of extension to be added is 788.5 m2.

The gross internal of the new school will 1918.7 m2, which is an increase of 151.1 m2 compared to the existing.

This measurement includes a day nursery of approximately 125 m2.

Scale and Appearance 5.4

The scale of the development is in keeping with that established by the existing buildings. These 3D massing models demonstrate that by demolishing and rebuilding within the same part of the site the external play/learning areas are retained and enhanced.



Existing Site Massing Fig. 7

The plan and section of the extension are informed by the need to optimise opportunities for natural light and ventilation. The advantage of the single storey arrangement is that rooflights can provide light to deep plan areas such as circulation corridors or internal rooms.

In considering materials, we propose a subtle grey brick to the extensions with areas of timber cladding and an off-white coloured render to break up the mass of the buildings. The new flat roofs will be a grey single ply membrane with a consistent RAL colour grey selected that will compliment the brickwork and off-white render for the polyester powder coated aluminium windows, doors, gutters parapets and rainwater goods.

The four teaching spaces that have pitched green roofs will be covered in flowering sedum.

Energy Conservation Design Statement (text by Delta Green) 5.5 The building is energy efficient in its design, which has been achieved by using the 'fabric first' approach of highly insulated construction and designing out mechanical services where possible. Where mechanical services are required these will be high efficiency. Preliminary Part L calculations have been undertaken for the new build extension using IES Virtual Environment's VE Compliance module. The calculations include the highly insulated building fabric, LED lighting, energy efficient extract ventilation to toilets and connection to the renewed highly efficient boiler plant. The Part L results show the new build extension will have low heating energy consumption due to the high levels of insulation and air tightness.

The external lighting will be designed to be energy efficient and time controlled with daylight sensors to ensure the lights do not remain on during daylight hours.

Low water consuming sanitary ware shall be specified and the incoming water meter shall have a pulsed output, thus enabling it to be connected to a monitoring system to record and monitor water consumption.

Fig. 8 Proposed Site Massing

The materials selected for the new building and landscaping will be predominantly A+ and A rated in the BRE Green Guide, demonstrating they have low embodied energy. The Contractor shall responsibly source all new construction materials.

All of the new insulation specified for the building fabric and building services will have a high thermal performance and Green Guide rating. This insulation will be procured from a sustainable source, which will operate an environmental management system certified to the ISO14001 standard, BES6001 standard or similar. The specification for the materials will consider the robustness required for the new build and

refurbishment. The building and car parking areas will be considered to ensure more hard wearing materials are specified where required and protection of vulnerable areas designed in. This is to ensure the building does not suffer from wear with materials damaged and replaced, increasing waste from the building.

The heating shall be provided by the renewed highly efficient gas boilers which shall serve underfloor heating in the new build extensions and radiators or underfloor heating as appropriate in the re-modelled areas. The heating requirements will be low in the new build elements due to the high levels of insulation in the building fabric, minimising the heating energy consumption.

The internal lighting will be energy efficient LED lighting with appropriate zoning and daylight controls in the teaching areas and PIR sensors in circulation and stores. This will ensure the lighting remains off when it is not required.

The new classbases spaces are designed with windows and clerestory glazing providing good daylight levels. This shall not only minimise the time for which lighting is required, but will also improve the health & wellbeing for the students in the classrooms by providing naturally lit spaces.

The windows and clerestory glazing are also the mechanism for naturally ventilating the teaching spaces. The air shall be introduced through the windows and exhaust to atmosphere from the clerestory glazing. Thermal modelling is being undertaken by Delta Green to optimise the design and control of the natural ventilation strategy

Parking, Transport & Travel 6.0

Overview (text by Creative Roads) 6.1

The existing School Building has been sited within the village for a number of years and can be accessed by the existing road network by walking and cycling to the School. Bus services operate regularly along the B2192 main road stopping near to the existing Ringmer Community College, approximately a 7 minute walk away from the School. These services travel through the village and serve Brighton, Eastbourne, Lewes, Uckfield, Crowborough and Tunbridge Wells. Although there is on street parking available nearby for parents dropping off or collecting their children by car, this is not being encouraged due to the congestion this sometimes causes in the streets around the School. The School Travel Plan is being updated as part of this development to help reduce this level of congestion.

6.2 Car Parking & Cycling Store (text by Creative Roads)

The existing on site staff car parking space is to be retained which currently provides space for 42 cars. The demand for staff parking is to be managed through the School Travel Plan. This Plan seeks to encourage staff to reduce the number of trips by car through car sharing, cycling, walking or travelling by public transport. Many pupils and staff already cycle to School and there is a need to continue to provide cycle parking. The current strategy is to provide additional cycle parking by improving the arrangement of space within the existing bike shelter. The existing shelter is used to provide shelter for scooters and space will be created by providing a separate scooter shelter near to the cycle shelter.

6.3 Travel Plan (text by Creative Roads)

The School Travel Plan seeks to reduce the use of the car on the journey to School. There are many benefits, particularly to health, by encouraging children to walk, cycle or scooter to School. This is in support of East Sussex County Council vision to support sustainable travel. The Plan sets out targets to increase the number of

trips made by walking, cycling, car sharing or travelling by public transport to reduce the impact made by onstreet parking. Further highway measures such as parking restrictions to help support this objective, are currently being considered by the Highway Authority.

6.4 **Construction Travel Management**

Careful thought has been given to construction travel management. Pease see Sunninghill Construction's drawings 001 and 002.

6.5 Access Road

In order to keep site traffic separate and segregated from the school's only access point off of Harrisons Lane, it is proposed to form a 'no-dig' access road along the western edge of Ringmer Community College's sports fields. The college have agreed to this route (please refer to their letter of support), and both the school and the college wish for this path to remain after construction works are complete. The benefits in doing this are seen as:

- i) Establishing a defined safe and dry route between the school and the college for pupils to use e.g. when primary school children use the swimming pool.
- Providing an alternative pedestrian route for the school during drop off and collection times. ii)
- iii) Providing a route for emergency vehicles to the lower part of the college's sports pitches and the rear of **Ringmer Primary School.**
- iv) Providing a designated route for the use of occasional vehicles; grounds maintenance and seasonal deliveries i.e. summer fate, etc

Mindful of its location, the width of the path will be limited to 4m and kept as close as practically possible to the boundary. It will be designed so as not to interfere with the number or layout of the college's existing pitches, which are some 16-24m away from the boundary fence and it will also maintain run off widths in accordance with Sport England design guidance or greater.

As a result of keeping the path a close to the existing tree lined boundary, the access road will be of a "No-Dig" construction due to a number of areas being located within the existing tree root protection zones. As such it will be constructed as follows:



Base - Terram Geotextile membrane

Side restraint - Timber sleepers (secured with steel pins) Structure - A nominal depth of 200mm for the cell web. Running surface – Permeable granular fill

7.0 Access

7.1 Pedestrian Access

As described earlier, the design seeks to resolve a number of pedestrian access problems. The main entrance and the dedicated nursery entrance are approached by DDA compliant ramps. New internal ramps will mean that wheelchair access is possible for the whole of the school including the hall (which presently has steps at both ends).

The new path to the south of the nursery and reception classrooms means that parents and children moving to and from the main playground at the rear of the site will no longer pass through the nursery and reception play areas.

8.0 Security & Lighting

8.1 Security & Secured by Design

In developing the design due reference has been made to the Secured by Design New Schools 2014 document. Security and controlled visitor access is improved by constructing a secure lobby next to the school office. Adjacent to this is an interview room which gives the school flexibility to meet visitors without them entering the main body of the school.

As outlined below new intruder alarm and access control systems and external lighting will be installed. Where new doors and windows are proposed they will conform to LPS 1176 SR2 with 6.8mm safety glass.

8.2 Intruder Alarm (text by Delta Green)

A new intruder alarm system shall be provided to the building. The intruder alarm system shall be fully compliant with DD CLC/TS 50131-7:2010, Alarm Systems, Intrusion and hold-up systems, Application guidelines. The system shall comprise door contacts, internal detectors, internal & external sounders etc. A redcare line shall be provided to auto dial a manned security station in the event of alarm.

8.3 Access Control (text by Delta Green)

Access control shall be provided to a limited number of entry/exit points at the building. The entrance lobby shall be secure such that a person can only gain entry to the pupil occupied part of the building by inputting the correct code on a keypad or by the receptionist granting entry via a remote door release mechanism.

8.4 External Lighting (text by Delta Green)

The external lighting shall be energy efficient and shall be designed without lightspill to comply with the 'dark sky' ILE guidance. This shall ensure there is no light spill which could cause a nuisance to neighbours facing the school and also shall prevent any light pollution into the night sky. External lighting shall be timeclock & photocell controlled such that external lighting will switch on/off at pre-set times as dictated by the timeclock, however, the photocell shall hold off lighting in daylight hours to promote energy efficiency.