

Suitability Assessment - Secondary

School:

Assessor:

Date of assessment:

Guidance for completing assessment worksheets

1. Enter the name of the school in the cell above - this will then automatically add the school name to all the worksheets. You should also enter the name of the person who carried out the assessment and the date on which it was completed.
2. The sheets must be completed in accordance with the Guidance provided in the Scottish Government publication *The Suitability Core Fact*. This is available to download from the Scottish Government website - www.scotland.gov.uk/schoolstate. available from the school estate team: e-mail schoolstate@scotland.gsi.gov.uk.
3. The definition of each of the ratings is as follows:
A: Good – Performing well and operating efficiently (the school buildings and grounds support the delivery of services to children and communities)
B: Satisfactory – Performing well but with minor problems (the school buildings and grounds generally support the delivery of services to children and communities)
C: Poor – Showing major problems and/or not operating optimally (the school buildings and grounds impede the delivery of activities that are needed for children and communities in the school)
D: Bad – Does not support the delivery of services to children and communities (the school buildings and grounds seriously impede the delivery of activities that are needed for children and communities in the school)
4. Weightings have been applied to each of the Areas to reflect the relative importance of these e.g. in all schools the Weighting for Learning and Teaching is 50%. All calculations are carried out automatically upon completion of the relevant section.
5. Illustrations are provided on each worksheet for categories “A” and “C”. Each of the illustrations, in respective order, relates specifically to the factors which are listed beneath.
6. Once the ratings for each of the factors for each of the areas have been entered into the worksheets, they are automatically collated in the final two worksheets - one which presents the results by factors, and one which presents the results in an Overall Ratings Matrix.
7. While all of the information gathered will be of interest and value to Local Authorities in terms of efficient Schools Estate Management Planning, only the overall Suitability Rating for each school will be passed on to the Scottish Government as part of the annual collection of school estate statistics.

Suitability Assessment - Secondary Schools Appendix 2

School: **MADRAS COLLEGE : STATUS QUO**

Area: **General Learning and Teaching Spaces**

Weighting: **23%**

Factor:	Rating	Base Score	Factor	Revised Score
Functionality	C	2	3	6
Accessibility	D	1	2	2
Environmental Conditions	C	2	3	6
Safety & Security	C	2	2	4
Fixed Furniture & Fittings	D	1	1	1
Overall Rating:				19
5-11 = D, 12-22 = C, 23-33 = B, 34-44 = A				C

Ratings:

- A = Good
- B = Satisfactory
- C = Poor
- D = Bad

Suitability Assessment - Secondary Schools

School: MADRAS COLLEGE : STATUS QUO

Area: **Practical Learning and Teaching Spaces**

Weighting: 23%

Factor:	Rating	Base Score	Factor	Revised Score
Functionality	C	2	3	6
Accessibility	D	1	2	2
Environmental Conditions	C	2	3	6
Safety & Security	C	2	2	4
Fixed Furniture & Fittings	C	2	1	2
Overall Rating:				20
<i>5-11 = D, 12-22 = C, 23-33 = B, 34-44 = A</i>				C

Ratings:

- A = Good
- B = Satisfactory
- C = Poor
- D = Bad

Suitability Assessment - Secondary Schools

School: MADRAS COLLEGE : STATUS QUO

Area: Internal Social Spaces

Weight: 14%

Factor:	Rating	Base Score	Factor	Revised Score
Functionality	C	2	3	6
Accessibility	C	2	2	4
Environmental Conditions	C	2	1	2
Safety & Security	C	2	2	4
Fixed Furniture & Fittings	C	2	3	6
Overall Rating:				22
5-11 = D, 12-22 = C, 23-33 = B, 34-44 = A				C

- Ratings:
- A = Good
 - B = Satisfactory
 - C = Poor
 - D = Bad

Suitability Assessment - Secondary Schools

School: **MADRAS COLLEGE : STATUS QUO**

Area: **Internal Facilities**

Weight: **10%**

Factor:	Rating	Base Score	Factor	Revised Score
Functionality	C	2	3	6
Accessibility <i>e.g. Ease of access for all</i>	D	1	2	2
Environmental Conditions	C	2	3	6
Safety & Security	C	2	2	4
Fixed Furniture & Fittings	C	2	1	2
Overall Rating:				20
<i>5-11 = D, 12-22 = C, 23-33 = B, 34-44 = A</i>				C

Ratings:

- A = Good
- B = Satisfactory
- C = Poor
- D = Bad

Suitability Assessment - Secondary Schools

School: MADRAS COLLEGE : STATUS QUO

Area: **Circulation Space & Toilets**

Weight: 10%

Factor:	Rating	Base Score	Factor	Revised Score
Functionality <i>e.g. size, shape, number</i>	D	1	3	3
Accessibility <i>e.g. ease of access for all, space age/stage appropriate</i>	D	1	2	2
Environmental Conditions <i>e.g. reference to any external factors affecting the area</i>	C	2	2	4
Safety & Security <i>e.g. surfaces, perimeter fencing, ease of observation, CCTV</i>	C	2	2	4
Fixed Furniture & Fittings <i>e.g. benches, play equipment, toilets, rubbish bins</i>	C	2	2	4
Overall Rating: <i>5-11 = D, 12-22 = C, 23-33 = B, 34-44 = A</i>				17
				C

Ratings:

- A = Good
- B = Satisfactory
- C = Poor
- D = Bad

Suitability Assessment - Secondary schools

School: MADRAS COLLEGE : STATUS QUO

Area: **External Social Spaces**

Weight: 12%

Factor:	Rating	Base Score	Factor	Revised Score
Functionality	B	3	3	9
Accessibility	C	2	2	4
Environmental Conditions	B	3	2	6
Safety & Security	B	3	2	6
Fixed Furniture & Fittings	C	2	2	4
Overall Rating:				29
5-11 = D, 12-22 = C, 23-33 = B, 34-44 = A				B

Ratings:

- A = Good
- B = Satisfactory
- C = Poor
- D = Bad

Suitability Assessment - Secondary schools

School: **MADRAS COLLEGE : STATUS QUO**

Area: **External Facilities**

Weight: **8%**

Factor:	Rating	Base Score	Factor	Revised Score
Functionality <i>e.g. size, layout, lighting</i>	C	2	3	6
Accessibility <i>e.g. ease of access for all</i>	B	3	2	6
Environmental Conditions <i>e.g. reference to any external factors affecting the area,</i>	B	3	1	3
Safety & Security <i>e.g. surfaces, perimeter fencing, ease of observation, security lighting, CCTV</i>	C	2	3	6
Fixed Furniture & Fittings <i>e.g. signage, marked parking bays, bike racks, bin stores</i>	C	2	2	4
Overall Rating:				25
<i>5-11 = D, 12-22 = C, 23-33 = B, 34-44 = A</i>				B

Ratings:

- A = Good
- B = Satisfactory
- C = Poor
- D = Bad

Fixed Furniture & Fittings					
	Rating	Revised Score	Weighting	Total	
General Learning & Teaching Spaces	D	1	0.23	0.23	
Practical Learning & Teaching Spaces	C	2	0.23	0.46	
Internal Social Spaces	C	6	0.14	0.84	
Internal Facilities	C	2	0.10	0.20	
Circulation & Toilets	C	4	0.10	0.40	
External Social Spaces	C	4	0.12	0.48	
External Facilities	C	4	0.08	0.32	
Overall Fixed Furniture & Fittings Rating:				2.93	D

Suitability Assessment - Overall Rating Matrix

School: MADRAS COLLEGE : STATUS QUO

weighting	23%	23%	14%	10%	10%	12%	8%	100%
score out of 44	19	20	22	20	17	29	25	21.23

	General Learning & Teaching	Practical Learning & Teaching	Internal Social Areas	Internal Facilities	Circulation Space and Toilets	External Social Areas	External Facilities	Total:
Functionality	C	C	C	C	D	B	C	B
Accessibility	D	D	C	D	D	C	B	D
Environmental Conditions	C	C	C	C	C	B	B	C
Safety & Security	C	C	C	C	C	B	C	C
Fixed Furniture & Fittings	D	C	C	C	C	C	C	D
Total:	C	C	C	C	C	B	B	C

Range		Rating
5.0	11.0	D
12.0	22.0	C
23.0	33.0	B
34.0	44.0	A

OVERALL SUITABILITY RATING =

C