

Secondary School Audit

Agenda Item 5 Appendix 1

School

Date

1.0		Learning and Teaching Spaces (General) – general teaching spaces for 33 pupils, areas for small group work/private study, areas for teaching multiple classes, resource/staff bases – Weighting 23%
	Factors	
1.1	Functionality x 3	Spaces are suitable for all functions/activities that are conducted within them
	shape	
	size	
	adaptability	
	flexibility	
	faculty organisation	
1.2	Accessibility x 2	Spaces are conveniently located within the building for access to other areas and facilitate all normal learning and teaching activities. Spaces comply with the requirements of the Disability Discrimination Act, The Council's Disability Equality Duty, the Council's disability equality scheme 2007-2010 and Education Buildings Accessibility Guidance
	ease of access for all	
	convenient location	
1.3	Environmental Conditions x 3	Spaces are comfortable for users and are conducive to learning and teaching
	temperature	
	acoustics	

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	ventilation	
	natural light	
	lighting	
	controllable	
1.4	Safety & Security x 2	Spaces are safe and reasonably risk free, with secure areas as required and optimised access for the community
	windows	.
	fire doors	
	floor surfaces	
	security systems	
	ease of supervision	
1.5	Furniture, Fittings & Equipment x 1	Spaces are fitted out appropriately for activities conducted within them
	ICT	
	storage	
	display areas	
	teaching boards	
	specialist equipment	
	power points	
	furniture loose	
	furniture fitted	
		Practical Learning and Teaching Spaces – art, drama, music, science, technical (cdt and home economics), PE (internal and external, including courts, pitches

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		grass and all weather, running track and changing facilities). Weighting 23%
	Factors	
2.1	Functionality x 3	Spaces are suitable for all functions/activities that are conducted within them
	shape	
	size	
	adaptability	
	flexibility	
	faculty organisation	
2.2	Accessibility x 2	Spaces are conveniently located within the building for access to other areas and facilitate all normal learning and teaching activities. Spaces comply with the requirements of the Disability Discrimination Act, The Council's Disability Equality Duty, the Council's disability equality scheme 2007-2010 and Education Buildings Accessibility Guidance
	ease of access for all	
	disabled changing on/off campus	
	travel time	
2.3	Environmental Conditions x 3	Spaces are comfortable for users and are conducive to learning and teaching
	temperature	
	acoustics	

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	ventilation	
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	lighting	
	controllable	
2.4	Safety & Security x 2	Spaces are safe and reasonably risk free, with secure areas as required and optimised access for the community
	windows	.
	fire doors	
	floor surfaces	
	security systems	
	ease of supervision	
2.5	Furniture, Fittings & Equipment x 1	Spaces are fitted out appropriately for activities conducted within them
	ICT	
	storage	
	display areas	
	teaching boards	
	specialist equipment/fittings	
	power points	
	furniture loose	
	furniture fitted	
	playing surfaces	
3.0		Internal Social Spaces – pupil social areas, staff social areas, dining room,

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		refreshment areas. Weighting 14%
	Factors	
3.1	Functionality x 3	There are a good range of internal social spaces allowing all to engage in individual or group activities, in or out of class time
	shape	
	size	
	adaptability	
	flexibility	
3.2	Accessibility x 2	Social spaces are available throughout the school and the allocation of these takes account of age, stage and disability issues. Spaces comply with the requirements of the Disability Discrimination Act, The Council's Disability Equality Duty, the Council's disability equality scheme 2007-2010 and Education Buildings Accessibility Guidance
	ease of access for all	
	distribution	
	age/stage appropriate space	
3.3	Environmental Conditions x 1	Internal social spaces are maintained at an appropriate temperature, are well ventilated and benefit from natural light
	temperature	
	acoustics	
	ventilation	

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	natural light	
	lighting	
	controllable	
3.4	Safety & Security x 2	Social spaces are safe and reasonably risk free with secure areas as required and optimised access for the community
	windows	
	fire doors	
	floor surfaces	
	security systems	
	ease of supervision	
	age/stage separation	
3.5	Furniture, Fittings & Equipment x 3	Fixed and loose furnishings and equipment facilitate private study, group study, socialising and relaxation
	ICT	
	specialist equipment/fittings	
	furniture fixed	
	furniture loose	
	power points	
	lockers	
4.0		Internal Facilities – reception, administration, office, meeting spaces, library/information facilities. Weighting 10%

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4.1	Functionality x 3	Spaces are suitable for all functions/activities that are conducted within them
	shape	
	size	
	adaptability	
	flexibility	
4.2	Accessibility x 2	Spaces are conveniently located within the building and offer easy access for all. Spaces comply with the requirements of the Disability Discrimination Act, The Council's Disability Equality Duty, the Council's disability equality scheme 2007-2010 and Education Buildings Accessibility Guidance
	ease of access for all	
	convenient location	
4.3	Environmental Conditions x 3	Spaces are maintained at an appropriate temperature, are well ventilated and benefit from natural light, where appropriate. Noisy equipment (e.g. photocopiers) is housed separately
	temperature	
	acoustics	
	ventilation	
	natural light	
	lighting	
	controllable	
4.4	Safety & Security x 2	Spaces are safe and reasonably risk free with secure areas as required and optimised access for the community, where appropriate

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	windows	
	fire doors	
	floor surfaces	
	security systems	
4.5	Furniture, Fittings & Equipment x 1	Spaces are fitted out appropriately for activities conducted within them
	ICT	
	specialist equipment/fittings	
	furniture fixed	
	furniture loose	
	power points	
	storage	
5.0		Circulation Space and Toilets. Weighting 10%
5.1	Functionality x 3	Spaces are suitable for all functions/activities that are conducted within them. Toilets are user friendly, offering dignity and privacy
	Factors	
	shape	
	size	
	adaptability	
	flexibility	
	number/distribution	

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	privacy	
5.2	Accessibility x 2	Spaces are conveniently located within the building and offer easy access for all. Spaces comply with the requirements of the Disability Discrimination Act, The Council’s Disability Equality Duty, the Council’s disability equality scheme 2007-2010 and Education Buildings Accessibility Guidance
	ease of access for all	
	convenient location	
	disabled toilets	
5.3	Environmental Conditions x 2	Spaces are maintained at an appropriate temperature, are well ventilated and benefit from natural light, where appropriate.
	temperature	
	acoustics	
	ventilation	
	natural light	
	lighting	
5.4	Safety & Security x 2	Spaces are safe and reasonably risk free with secure areas as required and optimised access for the community, where appropriate.
	windows	
	fire doors	
	floor surfaces	
	security systems	
	ease of supervision	

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5.5	Furniture, Fittings & Equipment x 2	Toilets are fitted out appropriately. There is effective signage in the circulation spaces.
	specialist equipment/fittings	
	signage	
6.0		External Learning and Social Spaces – external learning spaces, play areas, covered areas, seated areas. Weighting 12%
	Factors	
6.1	Functionality x 3	There are a good range of open and covered external learning and social spaces allowing all to engage in individual or group study, games and activities, in and out of class, socialising and relaxation. Toilets are adjacent.
	shape	
	size	
	number	
	access to toilets	
	open	
	covered	
6.2	Accessibility x 2	Spaces are adjacent to the school and offer easy access for all. Spaces comply with the requirements of the Disability Discrimination Act, The Council's Disability Equality Duty, the Council's disability equality scheme 2007-2010 and Education Buildings Accessibility Guidance

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	ease of access for all	
	convenient location	
6.3	Environmental Conditions x 2	The location of these spaces is not compromised by particular external factors
	noise	
	landscaping	
6.4	Safety & Security x 2	Spaces are safe and reasonably risk free with secure areas as required and optimised access for the community, where appropriate
	surfaces	
	ease of supervision	
6.5	Furniture, Fittings & Equipment x 2	Spaces are fitted out appropriately for activities conducted within them.
	seating	
	play equipment	
	picnic furniture	
	litter bins	
7.0		External Facilities – car parks, bike storage, drop-off areas, other storage facilities. Weighting 8%
	Factors	

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7.1	Functionality x 3	Areas are suitable for all functions/activities that are conducted within them
	size	
	layout	
	lighting	
7.2	Accessibility x 2	Areas are easily accessed by all users and comply with the requirements of the Disability Discrimination Act, The Council's Disability Equality Duty, the Council's disability equality scheme 2007-2010 and Education Buildings Accessibility Guidance
	ease of access for all	
	convenient location	
7.3	Environmental Conditions x 1	The location of these facilities is not compromised by particular environmental factors
	reference to any external factors affecting the area	
7.4	Safety & Security x 3	Spaces are safe and reasonably risk free with secure areas as required and optimised access for the community. There is an effective traffic management system
	surfaces	
	perimeter fencing	
	ease of supervision	

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	CCTV	
	lighting	
	segregation of vehicles and pedestrians	
7.5	Furniture, Fittings & Equipment x 2	Spaces are fitted out appropriately for activities conducted within them
	signage	
	road markings	
	bike storage	
	bin stores	
	litter bins	