
Pre development suitability evaluation



**Pre Development Suitability Evaluation Report
Madras College
April 2009**

INTRODUCTION

This Pre development Evaluation (PDE) survey has been carried out to assist in assessing the suitability rating of current facilities. The information gained will also be used to inform the design brief for new schools.

The survey at Madras College was undertaken in March 2009.

The survey concentrates on the suitability of the current buildings and grounds, and highlights the aspirations of each user representative group regarding aspects of a new school building.

The main suitability issues, with photographs to illustrate some of the points, are provided in Part One of this report. Part Two highlights the aspirations of the user representative groups

The survey was undertaken by Senga Hogg, Education Adviser and Norman Cooper, Facilities Management Adviser, Corporate Asset Management Services, Asset and Facilities Management Services. They wish to record their thanks and appreciation to Ian Jones, Rector and everyone who participated in the survey.

ACKNOWLEDGEMENTS

Senga Hogg and Norman Cooper wish to thank all the group members who took part in this survey. Everyone contributed to the outcome and gave their observations, experiences and opinions in a forthright and honest manner.

We have endeavoured to include the main issues within this report.

Group Members

Pupil S1 – S3 At Kilrymont	Sharon Douglas, Ben Peddie, Neil Pexton, Catriona Black, Ruraidh McGhee Lucy Harrower, Jessica Williams, Rory Henretty.
Pupils S4 – S6 At South Street	Sandy Tarvet, Annie Parker, Laura Millar William Finlay, Adam Delargy, Holly Fleming Robbie Gittens, Alice Borchers, Jessie Gordon.
Non Teaching Staff	Liz Higgins, Morag Wilson, Katy Pitman, Jacqui Ritchie.
Teachers Practical subjects	Representatives from CDT, Science, Music, Drama, PE, Art, Home Economics
Teachers Non Practical subjects	Representative from English, Mathematics, Geography Guidance, Modern Studies, DAS, Modern Languages, Behavioural Support, Business Studies and Computing. Learning Support.
Senior Management Team	Ian Jones, Ann Adamson, Alan McNish, Andy Herd John Urquhart, James Bennet, Colin Mackay.
Parent Council Representative	Andrew Primmer
Community Use Management Team	Andy Herd, Keith Maskell, Sarah Barclay, Jan Tarvet Shelagh Docherty, Maureen Kyle, Kevin Lister
Community Users	Ken Cochran, Greig Dochard, Anthony Linney Dawn Waddell, Anne McGrory, Mairi Robertson
Catering / Cleaning EFOs	Brenda Farmer, Margaret Cunningham, Elaine James Ann Rennie Ernie Bryson, Colin Blake, Ron
Technicians	Brian Blacklaw, Eric Box, Elaine Carstairs, John Love Sandra Lowe.

PART ONE

General Learning and Teaching Space

S1 – S6

Classrooms are too small and shabby with little or I.T. accessibility. Ventilation is poor and very few windows open. The classics room is too small with old furniture but the outlook is lovely. It can be quite stuffy.

The hutted classrooms are either too hot or too cold with poor ventilation. There is only access to 1 data point in each room.



The maths classrooms are small for 30 with poor ventilation and windows which do not open.

Teachers

Geography department lacks storage space and resources base at Kilrymont. English classrooms are small for 30 pupils. There are no adequate blackout facilities for the use of ceiling mounted projectors. In general there is a lack of adequate storage space and staff bases.

Lack of suitable rooms for learning support staff-have only 1 room available at present.

The natural environment is difficult to control. Windows do not open. There are only 2 teaching spaces available at SS with a long galley for a base which has a leaking roof. At K the modern studies room lacks sockets and blinds for black out.

In modern languages the storage areas are poor with very high shelving.

Management team

In general I.T. facilities are poor with a lack of sockets and data points. There are many leaking windows and poor ventilation. The classrooms are not big enough with limited flexibility for rearranging furniture layout. There is a lack of display areas throughout the school.

Practical Learning and Teaching Spaces

S1 – S6

The CDT rooms are too small and they do not have enough equipment. In graphics not enough computers for 1 each. The rooms get too hot and there is little flexibility as theory and practical cannot be done in same room.

There are no changing rooms in the drama area and only 1 of the rooms has stage lighting and blackout facility.

The shower cubicles are too small and there is no privacy in the changing areas in the swimming pool. The changing areas for P.E. are too crowded and both changing areas are in need of updating.

The sports hall gets too hot and stuffy and there are no opening windows. The gym hall is too small with not enough equipment.

In the theory room of Home Economics there is not enough room at the tables for 2 pupils when sewing. The dual purpose room for sewing and cooking is too small.

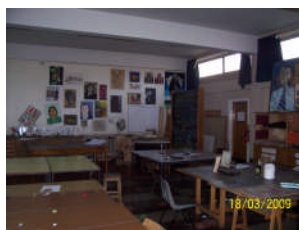


Science rooms are small with very limited I.T. facilities.

Teachers

I.T. rooms have trailing cables across the floor. Changing facilities are poor in the pool area and the pool is too shallow and too small. In biology the under floor heating is too hot and windows are unable to be opened. The gas taps are in the middle of the room with only 1 per bench which is not suitable.

The art rooms are very hot and lack I.T. facilities.



Non teaching staff

The prep rooms are too small with poor ventilation. The chemical store is very tight for storage and access. There is no separate area for electrical repairs.

Management team

The facilities for P.E are poor. There is a lack of storage and poor changing areas.



Science also lacks suitable storage facilities. There is a lack of suitable areas for tutorials, seminars and lectures.

Community staff

Inadequate changing areas with no access to lockers in the pool area. There are no staff bases for community staff to meet.

Community users

There are issues with the surface and maintenance of the all weather pitch. Changing facilities in all sports areas are very poor. Shower facilities require to be updated. There is a lack of changing facilities near the assembly hall.

Internal Social Spaces

S1 – S6

There are not enough lockers for everyone. At lunchtime there is a lack of internal social spaces at K. There are no seats in the locker area with a lack of displays. Low level lockers are unsuitable. The canteen at SS is only big enough for 100.



Teachers

There is a lack of a common room for 6th year pupils in SS. There is inadequate locker provision.

Parents

There are not enough lockers for all pupils.

F.M.

The kitchen is too big, it could be half the size. The kitchen office is tiny and the walk in fridge is too small. There are no canopies over the cookers. The kitchen surfaces are unsuitable as they are wooden.

Internal Facilities

S1 – S6

The assembly hall in K is not big enough .There is a lack of seating in the reception area. There are not enough cash machines.

Teachers

Woeful library provision in K. with only capacity for 20 at any one time.

Non teaching staff

There is insufficient fixed shelving in the library. The main office in K is very badly located with poor interaction to reception area. There is a lack of suitable storage for paper and office supplies. The reprographics area is remote from the office.

Community staff

Security as reception area is poor and there is a lack of welcome area for visitors. There is a lack of signage to find your way around the building.

Community users

Only having one reception area in the main building is not suitable for those using the sports facilities.

Circulation Space and Toilets



S1 – S6

In general the corridors are too narrow and you get jostled and can be pushed down the stairs because so many people are using them. The toilets are shabby. The boys' toilets in SS are grotty.

Teachers

The location and number of staff toilets is poor. Sound proofing is lacking especially between the female toilets and staffroom. Corridors are too narrow and can be dangerous. The free standing lockers are not secure and dangerous-can be toppled over.

Non teaching staff

Circulation space is too narrow. Security is poor because of too many entrances.

Community staff

The toilet facilities need upgrading.

External Learning and Social Spaces

S1 – S6

There are no sheltered areas outside at K.

Teachers

External area for teaching and learning is now being used as a car park.



External Facilities

Parents

There is a lack of cycle rack facilities and cycle routes to school.
Pedestrians enter at same point as cars.

Community users

There are inadequate numbers of car park spaces.
There is only one way in and one way out of car parks.

PART TWO

Aspirations of the user representative groups.

Pupils (Kilrymont S1-S3)

- Appropriately sized lockers for all- preferably recessed
- Big dining hall with lots of windows-food courts
- External sheltered area and seating
- Bleacher seating in assembly hall with lots of natural light
- Fixed stage with black out facility in hall
- Good stage lighting and sound system
- Bigger C.D.T. rooms with more equipment and more access to IT
- Separate space for theory in C.D.T.
- Separate shower cubicles with separate dry changing area
- Modern changing facilities
- Good quality toilet facilities on every floor
- Colourful displays of work in corridors and classes(covered in corridors)
- Wide corridors and stairs with lots of natural light
- Comfortable seating in modern, welcoming reception area
- Social areas for year groups
- Separate sewing and cookery rooms
- More I.T. throughout all subjects and especially the library
- Good first aid facilities
- Bigger classrooms
- Smart board in every class

Pupils (South Street S4-S6)

- Individual lockers for all
- Good natural environment
- Open welcome school reception area
- Storage facilities for musical instruments for those receiving instrumental instruction
- I.T. access in all subjects
- Ceiling mounted projectors
- Blinds or some way of reducing glare
- Modern changing facilities for P.E.
- More equipment in science and C.D.T.
- Larger chemical store
- Covered corridor display areas
- Pupil car park

Senior Management Team

- Good natural environment
- Maximum natural light
- Display areas

- Ceiling mounted projectors with interactive whiteboard and whiteboard adjacent
- Reception area to be open plan with office interlinked
- Community and school reception to be shared
- Separate hatch for staff and pupils
- Number of interview rooms
- 20 seater conference room
- Small staff lounge
- Faculty staff bases
- Pigeon hole provision
- Medical and first aid rooms near front entrance with secure storage for medication and refrigerator.
- Adequate changing/shower facilities for school and Community
- Non wooden benches in science rooms
- Seminar/tutorial.lecture type facilities
- Home economics area needs hospitality facility which can be also used by Community
- Covered display areas in corridors
- Outside area needs space for energetic activities as well as quiet areas with seating and some sheltered/shaded areas(quad like area)
- Performance areas
- Lots of break out/social spaces
- Community café type facility
- Food courts
- Learning Resources Centre at the heart of the school
- Adequate car parking facility with play area doubling as car park in the evenings for parent interview evenings / concerts etc.
- Space for performance/assemblies/exams to seat 500- flexible easily stored seating eg bleacher type
- Sufficient storage throughout
- Secure covered cycle store
- Shower and changing facilities for staff and pupils
- Pathways linking school to town
- Visiting services facility
- Relocation of certain historical features eg war memorials

Teachers general

- Single site
- Staff base for each faculty/subject
- Central stores
- Appropriate storage in classroom
- Tutorial rooms
- Security of equipment
- Good natural controllable environment(heating, natural light, ventilation, blackout facility)
- Adequate sound proofing
- Wide corridors to avoid congestion
- Display areas for classrooms and corridors

- Social spaces for pupils
- Staff rest area (small staff lounge)
- Shower facility for staff
- Secure covered bike storage
- Ample car parking with safe pedestrian routes
- Sufficiency and appropriate location of toilets
- Appropriately sized rooms
- Continuous access to IT facility
- Ceiling mounted projectors
- Sufficient sockets in appropriate locations
- Printers located in easily accessed location
- Telephone access in each classroom
- P.T. office space
- 6th year common room
- lock down security
- Green school
- Pathways linking to town
- Well lit car park
- Proper outside area for learning and teaching
- Good recycling facilities
- Public address system

Geography

- Large rectangular tables to be able to lay out maps and equipment
- Good natural light and lighting to read maps

Modern Studies

- Wall mounted TV with large screen

Modern languages

- Facility for listening stations

English

- Need enough space for flexible desk arrangement

Science

- Biology, chemistry and physics need different layouts
- Physics need only 1 sink with lots of sockets
- Size not below 70m² but would prefer 80m²
- Need space for 6th year advanced science projects to be laid out to be left for sometimes up to a whole term or more
- High backed stools
- Fume cupboards
- External learning space-garden area
- Greenhouse on top floor to keep secure
- Corridors and landing appropriate size for movement of large equipment
- Teaching wall on long wall

Home Economics

- Like the present layout with cooker at the end of the work area
- Space within the room for pupil bags, coats etc
- Need food prep area and also area within the room to lay out food
- More areas for chilling food
- Central stores area between classrooms
- Need a textile room with high table for cutting out material
- Need IT for sewing machines

Computing/Business studies

- Air conditioning
- Layout with computers around the wall with desks in the middle

C.D.T.

- Appropriate storage for specialised equipment eg drawing boards
- A room for metal work with forges
- Wood store adjacent CDT rooms and delivery area.
- Finishing room for plastics work
- Skills for work area – large area with concrete floor which has separate store and well ventilated with direct access to the outside
- Separate community use store
- Break out spaces from all workshops with IT facility
- Good sized rooms 70m²?

Drama

- More flexible seating in assembly hall, presentation space
- High ceilings for use of lighting equipment in drama studio
- Mirrored facilities

Music

- Digital media studio for use by all-filming, radio, broadcasting etc
- External presentation area eg amphitheatre
- Rehearsal spaces in sound proof area

P.E.

- 2 classrooms
- mirrored dance studio
- sportscotland type requirements both internally and externally
- adequate staff changing/shower areas
- 9 teaching spaces at any one time
- Dedicated facilities for P.E. department up to 5.30pm
- Community storage facilities for consumable equipment

Pupil Support

- pupil services area with appropriate number of rooms for meetings, interviews, small group tuition/testing
- confidential storage area
- area for outside agencies

- located on the periphery of the building
- central social space/breakout area with dining facility
- office type facility

Art

- Expressive arts subjects as a faculty
- Dedicated 3-D room clay

Library

- Modern furniture – soft seating as well as tables and chairs
- Staff work room and secure stores
- Small office
- Central location, equidistant from all departments
- Access to a sink
- Display space
- TV/DVD
- Some study carels for individual study

Technicians

- A large(4m2) secure walk in chemical store with accessible shelving and well ventilated
- Dry workshop with sink and staff base with IT facilities, centrally located(50m2)
- Storage areas on ground floor to house new equipment and equipment waiting to be disposed of, adjacent to delivery bay
- Wet workshop adjacent to science department (square shape20m2)
- Storage for large number of kits of various sizes (tray storage)
- Rooftop greenhouse with water supply
- Woodstore to have cutting facility and space to store prepared sizes adjacent CDT department(refer CDT)

Administration staff

- Secure reception area adjacent main office
- Pupil and staff hatches
- Reprographics area
- Separate reception/office for Community
- Storage area for paper/office supplies near delivery area
- Public address system
- Pigeon hole area for staff
- First aid room
- Good security system
- Adequate car parking

Pupil Support

- Adequate toilets for staff and pupils
- Showering facilities
- Welcoming main reception with plants, soft seating etc
- Plenty display areas in classrooms and corridors

- Non echoing floor covering
- Small chill out room for staff and pupils
- 6th year common room
- External seating areas with sheltered spaces for social areas-lunchtime social areas
- Lockers for pupils and staff
- Area for pupils to hang coats especially when wet
- Telephone in every room
- More practical areas for non academic activities eg mechanics workshop
- Community use throughout the day
- Colourful surroundings
- Bleacher type seating in hall

Parents

- All on one site
- Up to date I.T. access throughout the building
- Information available for parents using I.T.
- Wide circulation areas
- Cycle route to site with secure covered cycle racks
- Lockers for all
- Separate pedestrian and vehicle access
- Security systems including lock down, CCTV and appropriate external lighting
- Sports facilities with appropriate changing areas
- Pool facility
- All weather pitch and adequate outdoor facilities
- Enough dining facilities to cater for whole school if required
- Green, sustainable school
- Natural light and good environmental conditions

Community Staff

- Facilities all on one site
- Individual reception desk from school
- Security
- Good signage
- Welcoming waiting area for visitors
- Separate reception and office facility
- Availability of lockers
- Good toilets/showers/changing areas.
- Cleaning materials housed near to toilet and changing facilities
- Separate storage facilities in P.E. for Community consumable equipment
- External store for outside equipment
- 2 games halls
- I.T. linked to sewing machines
- Industrial/vocational type kitchen with adjacent small restaurant for hospitality qualification

- Skills for work child care facility
- Plenty sockets
- Ceiling mounted projectors
- Consistency in hardware provision
- Fitness suite
- Dance studio
- Café facility with WiFi access with separate store from kitchen

Community Users

- Baptist church need similar facilities
- Football group need 2 full size pitches and 4 x 7 a-side pitches as well as a full size sports hall with appropriate changing facilities
- Sports facility to have separate reception desk
- Roller hockey group would like seating area for spectators, storage for nets and appropriate flooring
- Wet and dry changing facilities, with shower cubicles
- Pipe band need similar facilities with a separate equipment and uniform store
- Dance group - large auditorium with stage and also smaller performance area with changing rooms off these areas
- A dance studio with mirrors and storage for costumes
- Swimming group – preferably a 6 lane 25m swimming pool with spectators gallery, café and changing /shower areas

Cleaning services

- At least 1x10m2 cleaning cupboard, as outlined by DSO management, on each floor
- Washing machine
- Electrical points in corridors and cupboard
- Separate store near delivery area for main storage
- Service lift for stores and equipment
- Cleaning cupboard for P.E. area
- Office space with I.T. for paperwork and telephone access
- Lockers for storing personal belongings
- Bin store with step built in to be able to lift lid and empty rubbish

Education Facility Officer

- Central lift
- Lights on one switch per floor
- Wash bay for council vehicles
- Outside tap and socket
- Isolating valves on all plumbing
- Plumbed in water coolers with drainage to outside drain
- Anti vandal panels in toilets
- Adequate storage for EFO
- Chair/table storage for exam furniture adjacent to assembly hall
- Workshop area(could be in basement)
- Security/lock down system

- Public address system
- Bin store accessible to waste management vehicle
- Secure bicycle shed

Catering

- Large walk in cold room
- Plenty sockets appropriately located
- Good natural working environment
- Good sized cleaning cupboard
- Adequate office space
- Adequate storage facilities
- Changing facilities and lockers for staff
- Washing machine