

HOLY TRINITY C.E. SCHOOL



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Headteacher : Mrs Marcia Crow, B.Ed. (Hons)

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7.7.10

FAO: Mr Dave Richards

Dear Mr Richards,

The £81K funds have already been allocated and contractors are in place to commence targeted work from the 23rd July 2010. Governors and I are concerned that this delay will lead to a further postponement with this money being withdrawn permanently.

These funds were set aside for the following works:

- Refurbishment of the toilets for our youngest pupils due to serious health and safety concerns. The lino on the floor of the 4 units has become saturated with urine. Over the years this has proved to be hazardous for pupils with the risk of them slipping or tripping where the lino has lifted up;
- With the flooring now saturated cleanliness and hygiene is a major issue to health. The toilet pans and seating are old. The flushing mechanisms are worn and need to be replaced. Low cost solutions such as changing cleaning products, a rigorous cleaning regime and improved flushing mechanisms have all proved inadequate. The only alternative is to replace these.

The administrator's office area has been identified as a health and safety matter which governors are legally obliged to rectify. This work was earmarked to be completed some time ago, but problems with contractors led to a delay. The issues identified were that:

- The present situation does not allow for enough natural light or air for two workers to comfortably spend all day working in this environment. The solution found has been authorised by the SBDE and appointed architects. This work is due to be completed in July 2010.
- Lewisham's Estate Management concurred security needed to be improved for pupils and staff. This has led to the plans for the entrance foyer to be remodelled at the same time as the work on the office, ie starting 23rd July. This will make the area more welcoming and secure;
- It was also noted that the senior administrator needed to have a secure area to work

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with a greater level of confidentiality and calmness.

I also understood that these were key 'condition' premises actions which needed to be addressed immediately. I trust that the committee will ensure such works are given authorisation as a matter of urgency. Many thanks!

Yours sincerely,

M. Crow

Headteacher

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