



Record of significant findings	
Building Location :	Inspection undertaken by :
Lower School Pavilion	Nigel Billing CMIOSH Date: 17/05/18
Background	<p>The pavilion is currently undergoing major refurbishment to convert the ground floor into a pre-prep school. The first floor consists of two rooms, currently used as site office and storage for the refurbishment project. It is intended to revert the first floor back to use as pupil changing rooms whilst the ground floor project is ongoing.</p> <p>This inspection looked at the considerations that need to be in place to ensure the first floor can be safely used whilst the work is ongoing.</p>
RECOMMENDATIONS	
	Completed When?
An access route is to be provided to the concrete staircase from the field, ensuring the remainder of the work area is inaccessible to pupils. The heras fencing creating the route must be secured to the building on both sides at the foot of the staircase rather than just pushed against the sides, to ensure it cannot be easily moved aside.	Completed and removed 2018 GB
The vehicular entrance to the construction site is via a temporary haul road accessed from the far side of the field. The gate to this was open at the time of inspection and it must be ensured that it is kept closed at all times when access is not required for deliveries etc.	Completed and removed 2018 GB
The handrail on the building side of the staircase should be reinstated before the first floor is put back into use as changing rooms, given the nature of the use of the building and the fact that pupils will be wearing sports boots and carrying equipment.	Reinstated 2018 GB
The fire exit route from the lower school through the external construction site was clear at the time of the visit and exit gate in the fencing was unlocked. These should be monitored to ensure they are maintained, as there were items and waste stored immediately to the side of the route and it must be ensured that staff are aware of the arrangements (it was advised that staff had been made aware).	Completed and cleared 2017 GB
The current building opening adjacent to the staircase must be infilled before the staircase is used by pupils. This and the proposed adjacent window (unless it is to a toilet) must provide 30 minutes fire resistance, and the window must be fixed shut in accordance with fire safety guidance (see following extract).	Completed 10/09/19 GB



HM Government : Fire Safety Risk Assessment – Small and Medium Places of Assembly (Note, this guidance is identical to that in the guidance documents for other premises)

External stairways

To be considered a viable escape route, an external stairway should normally be protected from the effects of a fire along its full length. This means that any door, window (other than toilet windows) and walls within 1.8m horizontally and 9m vertically below any part of the stairway should be fire-resisting. Windows should be fixed shut and doors self-closing (see Figure 37).

Figure 37: Protection to an external stairway

