

## **Proposed Adaptation of Existing School and Extension to Establish a Children's Centre at Bugbrooke Primary School**

### **Supporting Statement**

**Address:        Bugbrooke Community Primary School,  
                     High Street,  
                     Bugbrooke,  
                     Northants.  
                     NN7 3PA**

### **REASON FOR DEVELOPMENT:**

#### **National Overview**

Sure Start Children's Centres are key to the Government's Every Child Matters: Change for Children Programme. Children's Centres will be the key to providing families with all the services that they might need. The Government has set the target that by April 2010 there will be a Children's Centre in every community. This will total 3,500 centres nationally.

The Childcare Act 2006, is a key milestone for driving the improvement of services that will reduce inequalities and increase young children's wellbeing. The Act sets a requirement on the Local authority to deliver good quality integrated early childhood services, provide outreach and the inclusion and involvement of families. This work will be carried out in partnership with key partners such as the Primary Care Trusts and Job Centre Plus. Every Child Matters (ECM) focuses on the improvement of outcomes for children. Life chances for children are enhanced via making available families' access to additional appropriate services. This has and will continue to be achieved through the development of Northamptonshire Children's Centres.

The National Childcare Strategy links Children's Centres to Extended Services, which continue to provide integrated services to children aged 5 plus and their families, through schools.

#### **Northamptonshire Goals and Targets**

The work being achieved by Children's Centres now and in the future fits into many local strategies and targets:

#### **The Councils corporate outcomes**

Through working with the County Council internal teams and other professionals and agencies, Children's Centres and the services associated with them will contribute towards the 4 corporate Outcomes, these being:

- A safer, freer and stronger communities
- A secure, healthy and independent future for our children, our young people and our adults
- A smaller more enabling council focussed on our customers
- A cleaner, greener and more prosperous County

## The Sustainable Community Strategy for Northamptonshire

*This consists of 4 headline aims, these being:*

- To be successful through sustainable growth and regeneration
- To develop through having a growing economy with more skilled jobs
- To have safe and strong communities
- To have healthy people who enjoy a good quality of life

Under each of these aforementioned headline aims there are three key principles. Children's Centres can contribute to a minimum of one of these principles under each aim

Within "To be successful through sustainable growth and regeneration" a key principle is to "...improve and preserve buildings... for future generations". The Children's Centre **build programme** contributes towards this.

Within "To develop through having a growing economy with more skilled jobs" 2 key principles are "workers have the right skills to respond to the employment needs of a dynamic economy" and "residents have the opportunity to learn throughout their lives" The delivery of **support by Job Centre plus** and **Family / Adult learning** through Children's Centres will support both of these.

Within "To have Safe and Strong Communities" two key principles are "residents have a shared identity and are involved in developing their communities" and "public services meet the needs of residents". Children's Centres will contribute towards the former by **members of the local community being involved in its governance** and the latter by Centres being responsible for identifying and responding to need in the local economy, e.g. if there is a high rate of Reception Year obesity, activity such as healthy eating courses would be provided

Within "To have healthy people who enjoy a good quality of life" all three principles will be supported through Children's Centres. In relation to "supporting vulnerable people to help them lead fulfilling lives" Children's Centres are tasked with **prioritising support**, through National Performance Indicators, for certain already defined **excluded groups**. In terms of "helping young people to have the best possible preparation to become adults" the driving ethos behind Children's Centres is to develop **early intervention and preventative services**. In respect to "helping residents to make choices that improve their health and quality of life" Children's Centres will offer easier access to a **variety of health services** such as midwifery and health visitors

as well as providing **family and employment support** activity which will enhance quality of life.

### **Northamptonshire Children and Young People's Plan –May 2009**

The Plan identifies the five outcomes associated with Every Child Matters agenda. This agenda was embedded through the Children's Act 2004.

The five outcomes are:

- Be healthy
- Stay Safe
- Enjoy and achieve
- Make a positive contribution
- Achieve economic well-being

The plan identifies priority outcomes and measures. Children's Centres and the activities / services delivered under its umbrella will play a key part in achieving these. They will also adopt the ethos that runs throughout this plan. In particular they will

- Deliver integrated services through effective partnership working
- Adopt prevention and early Intervention principles
- Be a key delivery element of emerging area based working
- Support the development of the Children and Young peoples workforce
- Respond to identified needs by offering activities that will support communities to support families to support their children to achieve the five outcomes

### **Northamptonshire**

#### **How are we going to achieve this in our County?**

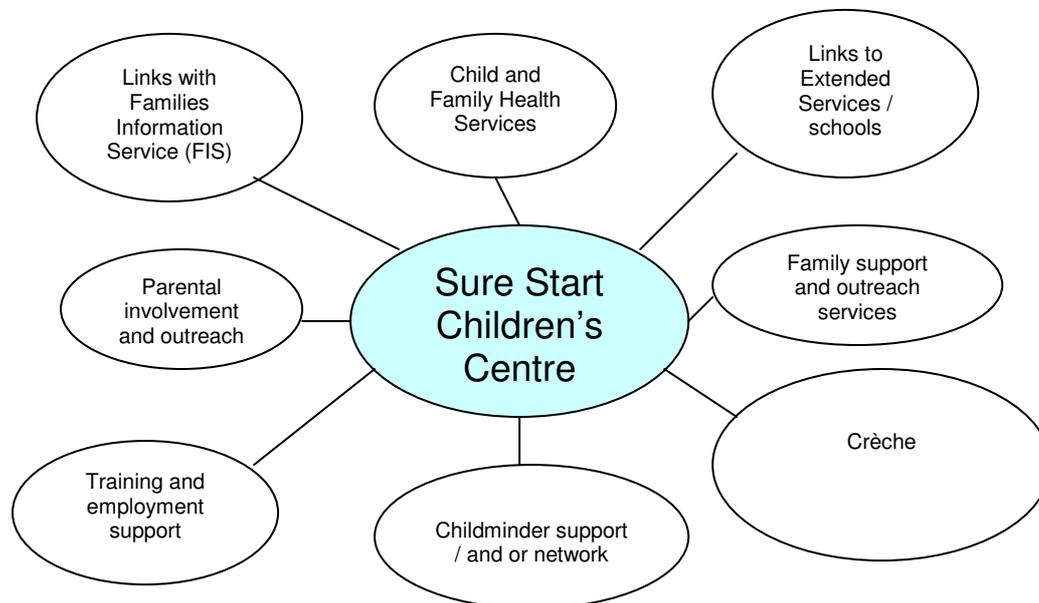
During 2004 – 2008, Northamptonshire have developed Sure Start Children's Centres to become a 'one stop shop', where children 0-5 years old and their families can have access to integrated services and information.

Over the 2008-10 development phase Children's Centres will be more of a "first stop shop", with greater emphasis on outreach provision at different locations. This reflects the roll out of this project into more rural areas.

However the overall vision, to ensure every child gets the best start in life and to give parents more choice about how to balance work and family life is maintained

Each Centre will deliver a carefully planned range of integrated services, responding to locally identified needs. They will work with parents and service providers to deliver inclusive, accessible and child-friendly services that support children and their families, through early intervention at age and stage, to reach their full potential.

Centres will deliver to different degrees, dependant on local need and demand activities and services outlined below



Furthermore additional services to this will be developed should feedback from consultation with the local community show that there is a need, for example baby massage, breastfeeding café or advice on money management.

### **Family support and Outreach Services**

- Visits to parents within two months of birth informing them of how they can access services through Children's Centres
- Access to specialist health and education services
- Drop-in sessions for parents and carers
- Support and information to parents and carers about pre-birth, early days and childcare settings
- Encouragement for parents, especially fathers, to get involved with and support their child's learning and development
- Help and advice on parenting skills

### **Child and Family Health Services**

- Antenatal help, advice and support from Health Visitors and Midwives
- Information and guidance on breast feeding, hygiene, nutrition and safety
- Identification, support and care for mothers suffering from depression before or after birth
- Support with speech and language development
- Help with giving up smoking

## **Links with Families Information Service (FIS)**

- Access through the Families Information Service (FIS) to comprehensive information on all local childcare options, as well as out of school groups and extended services available in schools.
- Information will also be available on local opportunities for family learning, sport and leisure, and community groups as well as signposting to national services for children and families.

## **Support for Training and Employment**

- Access will be available to Jobcentre Plus in addition to local education and training providers.

## **EXISTING SITE/ PROPOSALS:**

The site at High Street, Bugbrooke upon which a primary school is located, is owned by Northamptonshire County Council. The site is within a predominantly residential area, central to the village of Bugbrooke.

To create the Children's Centre at Bugbrooke Primary School, it is proposed to refurbish and carry out internal alterations to a section of the existing school. Part of the proposal includes constructing 2 no. single storey pitched roof extensions for the school to replace the area lost by the Children's Centre. The proposals also include extending an existing covered play area and providing a new car parking area adjacent to the existing school car park for the Children's Centre for 2 no. cars.

## **Design approach:**

The design approach to the project has been carefully considered in order to minimise the visual impact of the new build within the context of the local surroundings, whilst providing for the specific needs of the Children's Centre (refer to Design & Access Statement attached). A large emphasis has been placed upon the creation of a "welcoming" environment

An imperative design feature of the Children's Centre at Bugbrooke Primary School is that the Centre can be used and secured when the remainder of the school building is not in use.

All relevant Disability Discrimination Act legislation has been taken account of during the design process within the areas affected by the construction works. An existing level access is provided into the existing school building due to be utilised for the Children's Centre. Level access will be provided to the new school extension.

The layout of the existing school's external play areas will be affected by the works. An external covered play area already exists to the part of the building where the Children's Centre will be, which will provide protection to the children playing or receiving lessons outside. Part of the works includes extending an existing covered external play area for the school. This will compensate for the area of external covered play they will lose to the Children's Centre.

The existing primary school will, however, still be able to facilitate the number of pupils at the school with the existing remaining large area of external play area to the east of the site.

**Staffing implications:**

The creation of the Children's Centre will result in the employment of 1 additional Fixed term contract member of staff (Information officer). In addition it is anticipated there will be a further 3 number of staff who will use the site intermittently. As indicated previously, a high proportion of these employees time are likely to be spent delivering outreach activity at other community buildings.

**Statement of Community Involvement / Pre-application publicity:**

The applicant has issued a letter to all parents of the Primary School informing them of the proposals prior to the Planning application being submitted. An Open Evening for the public/parents to view the proposed drawings was held at the school on the 15th October 2009. No major concerns were raised by the people who attended, however those relating to parking have been addressed.

**Demolitions:**

No demolitions are proposed.

**Trees to be felled:**

2 no. shrubs are to be protected during construction works, especially when banking the ground to the north and north west of the existing building. 1 no. existing pine tree TE/02 shown on the tree survey R-N163/202 is due to be removed due to the proposed car parking to the south west of the site. 1 no. existing birch tree TE/01 is to be protected during works to the proposed car parking area. The car parking surface is specified to be permeable to protect this tree's roots and supply of rainwater.

**Flood Risk Assessment:**

Not required.

**Land Contaminants:**

All contaminant surveys are still to be completed.

**Vehicle access:**

Pedestrian access to the site is via access off the High Street.

At present vehicular access is also off the High Street in Bugbrooke. Available spaces will be used by staff working at the proposed Children's Centre and Primary School

Car parking arrangements for visitors to the site will be informal parking on the adjacent High Street.

Visitors also have the use of approximately 30 additional parking spaces as the school have an informal agreement with the Bakers Arms Pub in the village and the Church for parents to use their car parks during the day, Monday to Friday.

Due to the "reach area" for this Children's Centre and the requirement to develop and deliver outreach activity, it is expected that all staff working permanently or accessing the site intermittently will use a mix of car and foot.

**Site access during construction period:**

Construction access to the site will be via the High Street, which is the only access into the school. Deliveries and construction access into the site will need to be co-ordinated out of peak hours for the school to omit the possibility of children/parents entering the school through construction traffic.

**Car parking:**

The existing car park arrangements for the existing primary school are 12 no. car parking spaces to an area at the front of the school, off an access road off the High Street. The proposed works include extending this car parking facility to provide 2 no. additional spaces. These additional spaces will provide parking for the new staff associated with the Children's Centre. Visitors to the Children's Centre will use available parking spaces on the adjacent High Street and parking spaces at the Bakers Arms and Church. Currently there is an existing parking bay for approximately 6 no. cars adjacent to the school entrance, which is proposed to be used as a bus stop shortly. This may encourage visitors to the Children's Centre to use public transport.

Due to the "reach area" for this Children's Centre and the requirement to develop and deliver outreach activity it is expected that staff working permanently or accessing the site intermittently will use a car. The site will also attract cars from families wishing to access the services offered on this

site. However, these services will be planned to ensure they do not take place at times of the day when there will be high volumes of traffic, e.g. on a school site at school dropping off and pick up times.

Also access to the facilities via the availability of more environmentally forms of transport is to be encouraged by the creation of an external buggy store.

**Services implications:**

New gas, electricity, water main sewer connections are likely to be extended from the existing school and sub-metered to the Children's Centre.

## **Proposed Adaptation of Existing School to Establish a Children's Centre and Proposed Extension at Bugbrooke Primary School** **Design & Access Statement**

This statement should be read in conjunction with the associated building plans and elevations depicting detailed elements.

### **Assessment**

- Physical – the new Children's Centre in High Street, Bugbrooke will be situated in the existing school building, which will have minimal impact on the surrounding area. One of the main priorities of the design and initial assessment of the site was to provide a “welcoming” environment for the children and parents, trying to create a family environment as far as possible. It is seen as essential to encourage persons from their homes into the local community and the design of the extension with the new reception assists with this.
- Social – This Children’s Centre is to be based in High Street, Bugbrooke. The Centre’s reach area will serve geographically a more “advantaged” area using indices of multiple deprivation (IMD) 2007 statistics as the basis. To meet the core offer of a Children’s Centre the service provider will be working in partnership with agencies / organisations from the public, private and third sector. The Centre will provide out reach work in Bugbrooke. We envisage families attending for small group work or appointments to meet with the Local health Visitor, Midwife or Speech and language Therapist. They may well also be drop in sessions with a representative from Job Centre Plus. If these services are already being delivered within the community elsewhere then the centre will act as an information point and will signpost families to these services rather than recreate additional ones.
- Economic – in line with the above, the development will have a positive economic impact on the area in its utilisation of the Children's Centre as well as providing employment opportunities relating to the works associated with the adaptation of the existing school and extension.
- Planning policy – this development supports the planning policy of development of brown field sites for construction works.

### **Involvement**

As the new Children’s Centre is developing on site, Action for Children will have the responsibility to ensure consultation with local residents in the community takes place. This will develop the communities knowledge of what

services will be delivered. It will also offer the community the ability to influence the delivery of other services from this site. Evaluations will be drawn up from the results and plans will be made.

## **Evaluation**

In the evaluation process, a number of elements had to be incorporated into the detailed design process, outlined below:-.

## **Design**

- Use

The existing site accommodates Bugbrooke Community Primary school.

The primary school is accessed by pedestrians and vehicles from an access road off the High Street in Bugbrooke. The existing car park is situated to the south of the main school building and accommodates 12 no. parking spaces. The proposal includes 2 no. additional spaces being located to the west of the existing car park, which will be allocated to the proposed children's centre staff.

The proposal is to construct a children's centre as part of the national building programme which will be located in an existing building to the east of the primary school. The alterations to the existing building will include the provision of a main reception, a group room, a meeting room, administration area, kitchenette and w.c. facilities. A buggy store will also be created and an existing external converted play area will also form part of the facilities.

The proposed children's centre will provide a place where children from 0-5 years old and their families can have access to services and information. Centres will provide inclusive, accessible and child-friendly services that respond to the needs of the local community.

The proposals also include the construction of a single storey pitched roof extension to the north of the building where the children's centre is due to be sited. This extension will create the provision of a main hall, lobby, stores and a quiet area to make allowance for the area of the primary school lost to the Children's Centre located in the south end of the building. Alterations in the building will provide the school with 2 no. classrooms, 2 no. existing areas of external covered play, 2 no. quiet areas, a practical area/wet area, store rooms and

additional w.c.s to match the provision of the existing school building.

- Amount

The new extension will provide 96 sq. m. of additional floor space which will be utilised by Bugbrooke Primary School. The children's centre will also account for approximately 81.7 sq. m. of the existing primary school, including a buggy store of 9 sq. m. and an external play area of 39 sq. m.

- Layout

It is fundamental that the children's centre is positioned so the centre can remain separate from the rest of the existing primary school. The centre is proposed to be situated in the end of an existing extension to the south east of the main school building. There will be no internal access between the children's centre and the school to keep them as separate entities.

The layout will enable the children's centre to provide a separate access from the school so the children's centre can be accessed at different times. This will also ensure the security of the school is maintained. The new extension will ensure the school's facilities are not compromised by the children's centre being situated on their site.

The internal layout of the children's centre has been designed to provide a secure interface between visitors and admin. areas to provide users of the children's centre with a confidential service.

- Scale

The new hall extension will be single storey with a pitched roof to match the existing building. Its materials will also relate to the existing primary school's adjacent buildings. The quiet room extension to the east of classroom 014 will match the scale and form of the existing adjacent quiet room 020.

The external covered play area will be extended using the same materials, method and scale of construction to the existing covered play area 027 and 055.

The new extended lobby 070 will have a flat roof construction, with the eaves level to match the existing, so its north elevation will remain as existing in appearance.

The proposed external store 010 will be constructed of timber to match the adjacent covered play areas and tongue and groove timber cladding as existing store 25.

The floor level will be continuous throughout the building and the proposed windows and doors will also match the existing in terms of scale and proportion, with head levels aligning.

The scale of the children's centre in plan form is dictated by the current legislation for each functional area so the existing school building will be altered internally to suit.

- Landscaping

Landscaping is an integral part of the design concept. The existing and external hard play area provides no form of soft landscaping. To the north east of the proposed hall extension a large area of ground is proposed to be banked to a gradual sloping gradient. The ground will bank steeper locally around the 2 no. existing shrubs in order to retain them and protect their roots. The area will be laid to grass as existing.

- Appearance

The proposed school extensions will be constructed using the same or similar materials and colours to the existing school buildings. The main materials of the proposed building will be brickwork and mortar to match the existing. The proposed windows are to be powder coated double glazed aluminium windows to match the style of the existing windows. The proposed doors are to be constructed from timber with glazed panels and are to be brown externally and blue internally to match the existing.

Roof coverings will be pitched roofs with tiles to match the existing double roman concrete tiles.

The continuation of architectural detail in the form of brick window and door headers and sills has been followed through in the design of the new extensions in order for them to complement the existing building.

The proposed external store and covered play areas will be constructed using timber and polycarbonate roofs to compliment the existing external covered play areas and external store which are constructed using similar materials.

## Access

The property design takes account of:-

- The design of the extension sensitively reflects the need to create a welcoming environment for the pupils of the school, but also produces a design which compliments both existing adjacent buildings.
- The design of the children's centre creates a multi-functional facility which is easily accessible by car with parking facilities in the village, by public transport with the proposed provision of a bus stop adjacent to the site access and by foot with the provision of a buggy store and level access into the Children's Centre.
- Hard surfaces are continuous from the school entrance on High Street and vehicular entrance off High Street to the proposed children's centre, giving obvious easy access for all visitors. Existing site accesses for pedestrians and staff vehicles to the school will remain. The proposal also includes 2 no. additional car parking spaces which will benefit staff and users of the children's centre.
- The horizontal circulation within the building has been carefully planned. Vertical circulation is not applicable for this single storey property.
- Internally the children's centre and school areas have been carefully laid-out to maximise use and management. All facilities take account of the security of the employees and pupils (of the school) yet still ensure the provision of an appropriate, friendly and welcoming environment for the children's centre.
- The building itself has an open, accessible reception/foyer with immediate access to the disabled w.c. and baby changing facilities. All colours, etc., will be chosen to comply with relevant legislation ensuring that the needs of those with visual impairments will be addressed.
- Level access is provided from emergency escape doors, the main entrance and from the multi-function room into the covered external play area to allow disabled access to the building.
- Proposed level accesses into and out of the extensions linked to the existing primary school will provide disabled access for the school.
- The provision of external lighting to the access routes will benefit users in winter months and out of hours.
- Emergency Egress/Alarm Systems and Evacuation Planning – Emergency egress from the proposed children's centre would be coordinated with the existing primary school and the proposed assembly point would be

situated in the adjacent school playground/playing field or garden open area adjacent to the entrance of the school.

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### **Philosophy and Approach:**

The Children's Centre property has been specifically designed to enable ease of access for people with disability. Access to and internal travel routes within the new extension and proposed Children's Centre have been carefully planned to provide ease of access for visitors and can make use of essential facilities. The design of the property is considered to meet the spirit of the Disability Discrimination Act as well as meeting other regulatory and statutory requirements.

### **Sources of advice and consultation**

- Planning advice from both Northamptonshire County Council and South Northamptonshire District Council.
- Full consultation with the parents of school pupils and neighbouring properties to ensure the design of the children's centre meets the needs of the local community in Bugbrooke.
- A letter was issued to the parents and local residents prior to the Planning application being submitted and an open evening was held at the school on 15th October 2009 for public consultation so they could comment on the proposed works.
- Advice from a range of professional groups and bodies – particularly around disabled access and compliance with Building Regulations. During the design process key structural, mechanical/electrical and access professional advice has been sought to ensure the Children's Centre operates as efficiently as possible.

### **Nature and impact of environmental constraints**

No apparent environmental constraints identified.

### **Proposed solutions for overcoming identified constraints**

N/A

### **What steps have been taken to ensure this information is made available to building occupiers**

Refer above. All key building occupiers have been regularly consulted with and are part of the overall design team. Information has been disseminated to all interested parties for comment and direction on a regularly basis.

### **Additional material information**

N/A