

RESPONSIBILITY FOR REPAIRS AND MAINTENANCE

ITEM	LEA RESPONSIBILITY	SCHOOL RESPONSIBILITY	AIDED SCHOOL RESPONSIBILITY
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1 SCHOOL BUILDINGS**1.1 Foundations**

Ducts and duct covers		*	*
Foundations to external walls, dpc's	*		*
Foundations to internal walls, dpc's	*		
Ground floors, floor slabs, hardcore filling	*		
Retaining walls and dpc's (supporting the buildings)	*		*
Waterproof membranes to floor slabs	*		

1.2 External Walls

Access ramps and steps to external doorways		*	*
Bin screens (other than to kitchens)		*	*
Chimney stacks (above roof level), flashings	*		*
Copings		*	*
Damp proof rendering applied externally	*		*
External walls, dpc's, cavity trays, cavity ties	*		*
Graffiti/moss removal		*	*
Insulation (cavity)		*	*
LPG and oil tank enclosures		*	*
Pointing	*		*
Rainwater pipes and soil stacks (external)	*		*
Rainwater pipes and soil stacks (internal)	*	*	

1.3 External Windows and Doors

Bolts, door closures, panic bolts - internal		*	*
Double glazing		*	*
Draught proofing to windows and doors		*	*
Emergency exit and fire escape doors	*		*
Glass upgrading and safety film		*	*
Linings, beads and casement stays - internal		*	
Locks, bolts, floor springs, etc.		*	*
Roller shutters to windows, external doors		*	*
Secondary glazing		*	*
Cills and Lintels	*		*
Window guards, steel sheet coverings to doors		*	*
Windows and doors (external)	*		*
Window winding gear - internal		*	*

1.4 Internal Walls, Partitions and Doors

Brick, block, studded, chimney breasts and flues	*		*
Damp proof rendering applied internally		*	*
Fire screens, glazed partitions, internal windows		*	*
Glass upgrading and safety film		*	*
Internal doors, floor springs, door closures, locks, bolts etc.		*	*
Sliding/folding screens		*	*
Steel sheet coverings to doors (secure stores)		*	*
WC Lavatory, toilets, partitions/cubicles		*	*

1.5 Roofs

Covered links, verandas, porches, etc.	*		*
Covered play areas (part of school building)	*		*
Deck and beams, rafters, trussed rafters, purlins	*		*
Eaves, fascias, soffit boarding, gutters	*		*
Insulation (at roof level)		*	*
Lightning conductors	*		*
Rainwater pipes - fixed internally		*	*
Rainwater pipes, outlets set in flat roofs	*		*
Reflective paint, white stone chippings (i.e. on roofs)		*	*
Roof edge protection and anti-scaling devices		*	*
Rooflights, tank housings	*		*
Roofs - (coverings, bargeboards, flashings)	*		*
snow and gutter boards	*		*
Trusses (not trussed rafters)		*	*
Ventilation equipment (above roof level)		*	*

1.6 Floors and Staircases - & see Foundations (1.1)

Fire escapes - external - not enclosed		*	*
Staircases, handrails and balustrades		*	*
Suspended floors and sleeper walls	*		

1.7 Suspended Ceilings

Fire stops		*	*
Insulation		*	*
Structure		*	*

1.8 Internal Finishes - Floors

Carpets stuck down on sub-floors		*	*
Door mats, loose and fitted carpets		*	*
Matwells, nosings		*	*
Wood strip, wood block, vinyl, linoleum, tiled		*	*

1.9 Internal Finishes - Walls

Boarded		*	*
Brick Pointing		*	*
Plastered, dry lined		*	*
Skirtings, chair and dado rails		*	*
Tiled, including splashbacks to sinks		*	*

1.10 Internal Finishes - Ceilings

Hardwood or softwood boarded		*	*
Plaster		*	*
Suspended (grid system)		*	*
Upgrading for fire rating		*	*

1.11 Electrical Installations

see note

Cabling for computer networking		*	*
Class change systems		*	*
Display lighting, shades etc.		*	*
Drama and stage lighting (for school purposes only)		*	*
Electric current protection, RCD units		*	*
Emergency lighting		*	*
External lighting fixed to external walls		*	*
Extractor fans, in external wall, in, or on roof		*	*
Extractor fans - internal		*	*
Fire alarms - smoke detectors		*	*
Hand dryers, hygiene equipment		*	*
Internal lighting, light fittings (not shades)		*	*
Mains distribution form meter		*	*
Portable fans		*	*
Power points and sockets including low voltage		*	*
Power sockets on wall benches and computer		*	*
Public address and sound amplification systems		*	*
Radio/TV aerials, cabling and sockets		*	*
Telephone extensions and equipment		*	*
Telephone installation and first socket		*	*
Trunking for telephones, computer networks, etc.		*	*
Ventilation ducting for dust and fume extraction		*	*
Water heaters (non-teaching purposes)		*	*
Water heaters (teaching purposes)		*	*
Wiring connections to teaching equipment		*	*
Periodic inspection and testing		*	*

1.12 Heating Systems

Boiler plant, wiring, controls		*	*
Chimney stacks and flues - external	*		*
Chimney stacks and flues - internal		*	*
Fixed electric or gas heaters		*	*
LP gas and oil tanks		*	*
Pipework distribution, valves		*	*
Radiators, convectors		*	*
Thermostatic valves		*	*

Note: Electrical installations and heating systems would be replaced at the end of their useful life when they would be the responsibility of the Local Education Authority

1.13 Furniture and Fittings

Blackboards (roller type) and retractable projection		*	*
Blackboards, whiteboards and projection screens-wall mounted		*	*
Changing room benches, kit lockers, coat hooks		*	*
Cloakroom fittings i.e. lockers, coat hooks etc		*	*
Cloakroom security gates		*	*
Curtain rails and curtains		*	*
Display boards and display shelving		*	*
Fire extinguishers, blankets etc		*	*
Fixed fume cupboards and extract flue		*	*
Fixed library shelving		*	*
Fixed seating to reception areas, common rooms		*	*
Fixed stages		*	*
Fixed storage cupboards and general shelving		*	*
Fixed wall benches, including services therein in laboratories, craft rooms, etc. (gas, electricity, water)		*	*
Free standing library shelving		*	*
Hand dryers, wall mirrors		*	*
Hose reels		*	*
Kilns		*	*
Lockers for pupils belongings		*	*
Name boards and signs (free-standing - external)		*	*
Notice boards, name boards and signs (exterior attached to external walls)		*	*
Notice boards, name boards and signs (internal)		*	*
PE (Gym equipment)		*	*
Pelmets		*	*
Portable Fume cupboards		*	*
Portable stages, platforms		*	*
Reception hatch/counter		*	*
Retractable seating to lecture rooms, sports halls		*	*
Shower curtains		*	*
Solar film and sun blinds		*	*
Stage curtains and drapes		*	*
Statues, memorials, commemorative plaques		*	*
Toilet roll holders, hygiene equipment		*	*
Wall safes		*	*
Periodic inspection and testing of fume cupboards		*	*

1.14 Sanitary Ware & Sinks (including connections to services, waste pipes to main soil stacks)

Cleaning/caretakers sinks		*	*
Drinking fountains (external) fixed to school Buildings		*	*
Incinerators		*	*
Laboratory and classroom sinks (teaching)		*	*
Sink in room used for medical inspections		*	*
Staffroom sink units (tea/coffee making)		*	*
Toilets, urinals, basins, showers, drinking fountains		*	*

1.15 Plumbing and Gas Services - & see section 1.14

Gas connections to teaching equipment		*	*
Hot and cold water and gas services to convenient points for connections to sanitary ware and equipment		*	*
Mixer valves (cloakroom/showers only)		*	
Rainwater outlets in flat roofs	*		*
Soil stacks and rainwater pipes - external	*		*
Soil stacks and rainwater pipes - internal		*	*
Water and gas connections, and waste pipes to main soil stack, for sinks and wall benches		*	*
Water sprinkler system (i.e. fire)		*	*
Water storage tanks and calorifiers		*	*
Periodic inspection and testing		*	*

1.16 Decorations

External painting		*	
Internal painting, sprayed finishes to toilets etc.		*	*
Murals, painted insignia, and other art work		*	*
Wallpapering or other applied finishes		*	*

1.17 Drainage (from school buildings - see 4.4)

Manholes and inspection covers - external		*	
Manholes and inspection covers - internal		*	*
Underground pipes - external	*		*
Underground pipes - internal		*	*

1.18 Incoming services to point of entry into school buildings

Electric	*		*
Gas	*		*
Water	*		*

1.19 Mobile Classrooms

as main buildings

as main buildings

as main/other buildings

2 SCHOOL BUILDINGS NON-STATUTORY

2.1 Swimming Pool

Governors provided		*	*
LEA provided	n/a	n/a	n/a

2.2 Youth Club

Governors provided		*	*
LEA provided	n/a	n/a	n/a

2.3 Chapel, Parish Kitchen, Stores etc.

Governors provided		*	*
LEA provided	n/a	n/a	n/a

2.4 Parents Room

Governors provided		*	*
LEA provided	n/a	n/a	n/a

2.5 Garage

For School mini bus		*	*
For teaching purposes	as main buildings	as main buildings	as main buildings

3 OTHER BUILDINGS

3.1 School Meals Kitchen

School meals kitchen, including drains therefrom to junction with other drains, kitchen yard and bin screens, servery and storage for dining furniture	*		
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3.2 Dining Hall

Dining Hall (not also used for teaching)	*		
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3.3 Medical Inspection Room

Medical Inspection room/facilities		*	*
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3.4 Caretaker's House

Caretaker's house or flat including drains therefrom to junction with other drains		*	*
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3.5 Outside Games and Groundsman's Stores

Outside games and groundsman's stores		*	*
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4 SCHOOL SITES

4.1 Land Purchase

n/a

n/a

n/a

4.2 Site Preparation

Culverts, field drains, silt chambers, etc. to take ground or surface water		*	*
Demolition and site clearance (non-school buildings e.g. air raid shelter)		n/a	n/a
Demolition and site clearance (Part of school buildings)	n/a	n/a	n/a
Draining and filling ditches, ponds, etc.	n/a	n/a	n/a
Ducting etc. for extraction of underground deposits of radon/methane gas etc.	*		*
Reinstatement of site after demolition	n/a	n/a	n/a
Removal of contaminated fill (building area)	n/a	n/a	n/a
Removal of contaminated fill (site works)	n/a	n/a	n/a
Removal of non-contaminated fill, peat (building area)	n/a	n/a	n/a
Removal of non-contaminated fill, peat (site works)	n/a	n/a	n/a
Tree felling, pruning and surgery		*	*

4.3 Site Development

Access roads, paths and paved areas, retaining wall thereto		*	*
Boundary walls, perimeter fencing and gates and retaining walls thereto		*	*
Bus parking and turning areas, fencing and gates		*	*
Car parking, retaining walls thereto		*	*
Covered play areas (not part of school building)		*	*
Electric main cable, meter to inside of school buildings		*	*
Fire Hydrants		*	*
Free-standing/fixed safety rails		*	*
Gas main and meter to inside of school buildings		*	*
Kitchen access roads	*		
Kitchen yards, bin areas, screen walls	*		
Nursery play area, fencing and gates		*	*
Painting of fencing, gates, railings, etc.		*	*
Playground and play court fencing (school site only)		*	*
Playground and play courts, markings for games		*	*
Playgrounds, play courts, retaining walls thereto		*	*
Pointing to boundary walls, retaining walls etc.		*	*
Steps and ramps within site		*	*
Trees, shrubs and plants		*	*
Turfing and grass seeding		*	*
Underground ducts and duct covers - for services between school buildings		*	*
Underground ducts - services within ducts between school buildings		*	*
Water main to inside of school building		*	*

4.4 Site Fitments

Cycle shed, racks and blocks		*	*
Free-standing drinking fountains		*	*
Free-standing flag poles		*	*
Free-standing lightning standards		*	*
Free-standing school name board and directional signing		*	*
Greenhouses for teaching purposes		*	*
Rubbish bins		*	*
Sculptures, fountains and other site "features"		*	*

4.5 Drains

Drains from "Other Buildings" (e.g. school kitchen) to point of connection with other drains	*		
Drains from school buildings (including manholes and intercepting chambers)		*	*
Ground and surface water pumps and chambers		*	*
Land drainage and culverts		*	*
Sewage pumps and pump chambers		*	*
Sewage treatment plant		*	*
Storm water drains from roads, paths, playgrounds to point of connection with other		*	*

4.6 Outside of School Sites

Access road		*	*
Bus lay-by and turning areas		*	*
Electrical sub stations		*	*
Gas and electricity connection charges		*	*
Pavement crossings		*	*
Sewage connections		*	*
Street works		*	*

5. SECURITY MEASURES

Security gates and grills to entrance exits - attached to school buildings		*	*
Security locks (external windows and doors)		*	*
Security locks (internal windows and doors)		*	*
Burglar alarms and panic buttons		*	*
Entry phones		*	*
Security lighting fixed to external walls		*	*
Video surveillance system		*	*
Security fencing (around school buildings not site)		*	*
Security lighting - free standing		*	*

6. HABITAT AREAS

Drainage		*	*
Fencing		*	*
Land purchase	n/a	n/a	n/a
Paths and paved areas		*	*
Planting		*	*
Preparation	n/a	n/a	n/a
Water supply		*	*

7. PLAYING FIELDS

Court fencing, netting etc.		*	*
Electric lighting standards		*	*
Games equipment and groundsmen's store		*	*
Hard porous pitches, tennis courts		*	*
Land purchases		n/a	n/a
Pavilion, changing rooms and toilets	as main building	as main building	as main building
Perimeter fencing and gates		*	*
Preparation	n/a	n/a	n/a

8. SUNDRIES

Air conditioning		*	*
Anti-vandal paint to exterior of school buildings		*	*
Archaeological "digs"	n/a	n/a	n/a
Asbestos removal	*		
Barrier free access ramps, lifts etc - internal		*	*
Barrier free access ramps within school site		*	*
Barrier free toilet		*	*
Bell/clock towers-part of the original school building		*	*
Bell/clock towers-not part of the original school building		*	*
Clearing graffiti and moss from the school buildings		*	*
Conversion of "Other buildings" (e.g. kitchen) to teaching accommodation		*	*
Disabled access ramps, lifts etc. internal		*	*
Disabled access ramps within school sites		*	*
Disabled toilet		*	*
Door safety device		*	*
Dry rot irrigation treatment to external walls	n/a	n/a	n/a
Dry rot irrigation treatment to internal walls	n/a	n/a	n/a
Fireplaces, stoves		*	*
Flagpoles attached to the buildings-part of the original school building		*	*
Flagpoles attached to the buildings-not part of the original school building		*	*
Induction loop (i.e. for hearing impaired persons)		*	*
Lifts, stair lifts and hoists		*	*
Painted white lines for the partially sighted		*	*
Rodding drains		*	*
Rodent and insect infestation measures		*	*
Roof playground - finish and fencing		*	*
Sound proofing		*	*
Spraying for beetle, woodworm infestation		*	*
Staff smoking areas		*	*
Stained glass windows - part of original school building		*	*
Stained glass windows - not part of original school building		*	*
Teachers' houses - part of the original school building		as main building	*
Teachers' houses - not part of the original school building		*	*
Weather vane - part of the original school building		*	*
Weather vane - not part of the original school building		*	*