Department for Education

Pattern Book

Employer's requirements

Spatial requirements for the design of school and college buildings and outdoor environments

January 2026

Contents

Summary

The Department for Education (DfE) Pattern Book details the spatial requirements applicable to the design of school and college buildings and outdoor environments.

This document forms part of the Employer's Requirements for the DfE Construction Framework 2025 (CF25)[1]. It may also be used as the basis of similar documentation for other procurement routes using DfE's design and construction standards and guidance.

Review date

This document shall normally be reviewed at 12-month intervals however, DfE reserve the right to update it at any time[2].

Who is this publication for?

This guidance is for:

- local authorities (for community, voluntary-controlled schools, foundation schools and maintained nursery schools)
- academy trusts (for academies and free schools)
- governing bodies (for voluntary-aided schools)
- school/college leaders, staff and governing bodies in; further education colleges and designated institutions, sixth form colleges, maintained schools, academies and free schools, pupil referral units, City Technology Colleges, non-maintained special schools and maintained nursery schools
- technical professionals involved in the design, construction and maintenance of school and college premises.

Academy trusts with a religious character and the responsible bodies for voluntary-aided and voluntary controlled schools should engage with the land/site trustees for their land and buildings and the relevant religious body, most often their Diocese.

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[1] When not using the DfE Construction Framework 2025, seek appropriate advice on how the DfE's Employer's Requirements can be incorporated into the relevant Contract(s).

[2] Where this document has been incorporated into a Scheme Contract, the version which is incorporated at the date of that Scheme Contract shall apply under the terms of that Scheme Contract, unless varied in accordance with the terms of the relevant Scheme Contract.

Document history

This table lists the key changes in each update

Revision code	Status code	Date	Amendment
C01	A	2026-01-12	GOV.UK publication

Introduction

Document suite

The Pattern Book is supported by the Department for Education's (DfE) Information Management Requirements, Technical Manual, General Conditions, Project Brief and supporting annexes as applicable to the Scheme, including any Special Conditions, and should be read in conjunction with these resources.

For terms and acronyms reference should be made to 'Annex A Glossary of defined terms' at the end of the DfE's Technical Manual.

Purpose and scope

The Pattern Book sets out the requirements for internal spaces and outdoor environment places using grids and layers for organisation.

It sets requirements for each area to deliver high standards of spatial quality, functionality, and efficiency.

The rules allow sufficient flexibility to ensure spatial arrangements reflect the curriculum and organisation requirements of the school, as identified in the Project Brief.

A good school and college estate supports the education, health and wellbeing of all users. Buildings and outdoor environments shall be healthy and productive, the right size, safe, secure and sustainable. They shall be simple to build, manage and maintain, and be easily adaptable. They shall be energy efficient, climate resilient, robust and long lasting, enhance biodiversity and increase access to and connection with nature.

The designs shall establish strong connections to nature by framing views of garden courtyards through windows and circulation spaces, linking the interior with the surrounding landscape and recognising the movement of pupils.

1 Entrance landscape

2 Courtyard garden

3 Playscape and parkland and playing fields
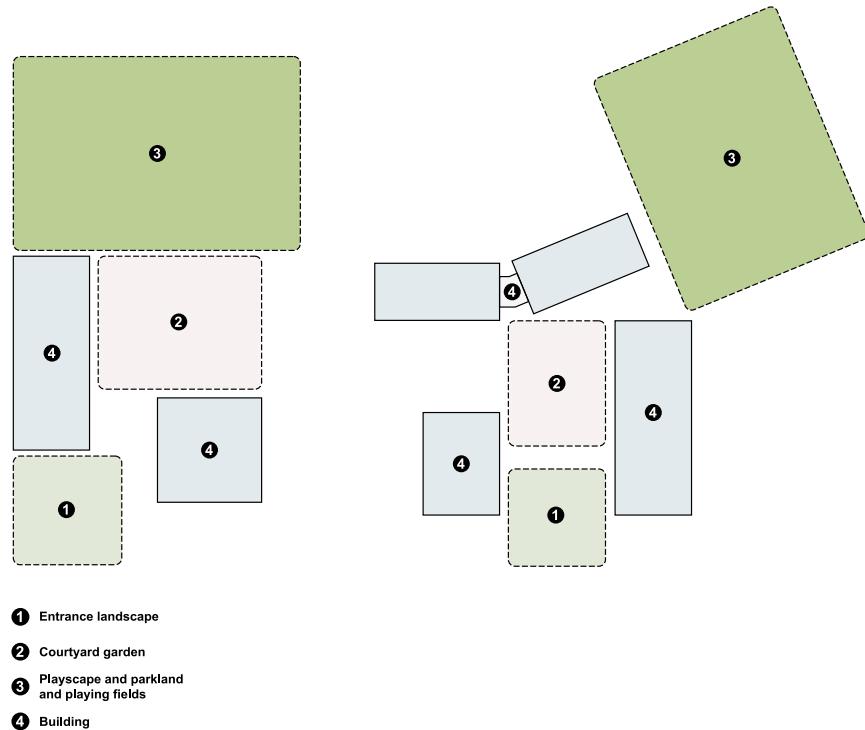
4 Building

The size of accommodation blocks can be flexibly formed and arranged, supporting the curriculum need whilst being linked by covered walkways that extend into the outdoor environment. Surrounding the buildings, Courtyard Gardens and outdoor places shall be incorporated into the design to encourage outdoor learning and provide pupils with a deeper connection to nature.

Buildings and their grounds are to be designed to work together to create a sense of place. The site layout has four key outdoor environment places:

- An entrance landscape and forecourt, considered as part of the public realm
- A semi-enclosed social, play, and dining courtyard garden
- A playscape where the play areas are located
- Parkland or green space beyond the school or college

The standardised approach to places, spaces, clusters and circulation ensures that the relationship between the school buildings and their environment is harmonious and integrated. These schools should be safe, sustainable, suitable, sufficiently sized and resilient.

❶ Entrance landscape
❷ Courtyard garden
❸ Playscape and parkland and playing fields
❹ Building
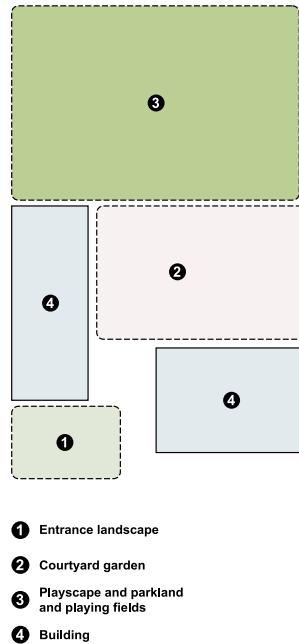
Document structure

The Pattern Book uses the following structure for all sections:

- **Rules of assembly**
  - Purpose
  - Rules
  - Compliance

- **Spaces and places**
  - General requirements
    - Summary
    - Ratio tables (where required)
    - Adjacencies
  - Specific requirements
    The specific requirements for individual spaces with their characteristics, described as:
    - Summary
    - Table
    - Adjacencies

Application

This Pattern Book including the rules of assembly shall be used on all mainstream schools and ambulant special school construction projects.

Use of the Pattern Book is recommended for all other school, alternative provision, early years and college projects.

Some specific and specialist spaces and places are not included for:

- Secure children's homes
- Residential accommodation
- Alternative Provision and Pupil Referral Units
- Further Education colleges
- Non-ambulant special schools
- 0-3 years Early Years facilities

New Model Designs

To demonstrate the applicability of the Pattern Book, three New Model Designs have been developed. These designs showcase how the principles apply to specific educational typologies:

- A Primary school with three garden courtyards
- A Secondary school set within a learning landscape
- A Special school embedded in a restorative garden

These examples illustrate how the principles of the Pattern Book can be applied to different educational settings.

Restricted sites

The Pattern Book shall be applied to all site locations, sizes and topographies, but where sites are restricted, there is a priority of outdoor environment areas.

The following should be prioritised as a hierarchy: courtyard gardens, MUGA (as part of Playscape), entrance forecourt and, where required by the Employer, pitches as part of Parkland and Playing Fields.

Existing buildings

Pattern Book is to be used for block replacements, extensions and total new build schemes.

Where there is no new build, Pattern Book will not apply to internal areas, however the requirements for the outdoor environment shall be used, along with the schedules of places and spaces.

The entire school site shall be laid out in accordance with Pattern Book; any project boundary shall be set cognisant of the Employer's Requirements.

New Places and Spaces

This document describes a large number of spaces and places, and there is an option to flexibly reassign some of the small internal spaces providing the arrangement of the clusters remain the same. Where entirely new places and spaces are required or identified to meet specific needs through the Project Brief then these are to be generated with the approval of the Employer.

Cluster flexibility

All clusters shown in the Pattern Book can be mirrored and rotated to meet project need.

Construction system and interoperability

The Pattern Book is based on a common set of grids that organise the standard spaces. These are intended to be interoperable to construction types.

However, where it can be demonstrated that the general construction system in use has internal walls in excess of 140mm wall thickness then the fixed spatial grid dimension can be increased to maintain internal area requirements and accommodate the system.

The extending grid dimensions cannot be adjusted.

Introduction to Pattern Book expressions

The following information in the table below is advice on the commonly used terms in the Pattern Book.

External places

Term	Description
Grid (external)	The external grid structure is defined by the building grids. Close to the building the grid structure should be followed rigorously; this gradually softens further from the building.
Place	A place is a single defined landscape area defined by their use. There is never a circumstance where a place is used individually, and these are always grouped into suites of places called Character Areas. A place is defined by characteristics including use, level of green infrastructure and supporting components.
Use	Uses define the core function of a place. These can be the level of physical activity, whether it is a social or garden space, a learning landscape or its purpose is for access and movement.
Activity Layer	Activity layers are one of the methods that a Pattern Book user will use to approach the design of the site. They reflect the amount of physical activity an individual would undertake in any area, broadly lower levels of activity close to the buildings and higher levels further away.
	There are three layers responding to physical activity: low, moderate and high. The layers do not reflect the number of users on site and their circulation.
Character Area	There are four types of Character Area. These are: Entrance Landscape, Courtyard Gardens, Playscape, Parkland and Playing Fields. The Pattern Book user will set the site out ensuring that all of the site is fully allocated to one or more of the four Character Areas.
	Some Character Areas may be used more than once. The site can then be overlayed with Grids and Activity Layers, and together these provide a framework to position Places.

Internal spaces

Term	Description
Grid (internal)	All spaces and all clusters sit on one of six grids. There are a few spaces that can be used outside the grid to meet site and project need e.g., dining halls and libraries. Grids set the depth of spaces and beyond the General grid, it is for the Pattern Book user to determine the correct grids for the building design based on the schedule of spaces and project need.
Space	Spaces are single rooms that fit exactly on the grid. Smaller spaces should never be managed in isolation and should always be part of a Cluster. Some spaces can sit on more than one grid, and it is important to look at the space types to select the most appropriate grid.
Cluster	Clusters are usually groups of smaller spaces, that fit together to provide a specific purpose. Where smaller spaces are the correct size there is flexibility to reassign their use to meet the individual project needs.
Suite	Spaces and Clusters are arranged in Suites to deliver particular functions usually associated with curriculum or pastoral needs. Often, this is about the closeness of spaces rather than their immediate adjacencies, and Suites can be customised based on project need.

1
Context and connectivity

1.1
Boundary, secure line and zones

General requirements

Purpose

To provide a pupil-centred approach to creating a safe and secure outdoor environment, which creates a sense of identity and delivers climate resilience.

To reduce unnecessary use of fences and to increase flexibility of place by prioritising green infrastructure solutions to create ecological corridors.

To create a sanctuary for play, physical activity and learning through use of passive solutions to reduce hazards and maintain the quality of the outdoor places.

Rules of assembly

Boundaries, secure line and zones shall reflect the balance between maintaining an open and welcoming environment for pupils/students, staff, parents/carers and the wider community and protecting them from harm.

Compliance

Collaborative 'placemaking' is to be undertaken to key external spaces which recognises arrival, movement and social gathering, to deliver:

- Welcoming environments
- Inclusivity
- Protection and safety
- Community and cultural values
- Landscape strategy

Perimeter boundaries are to demarcate land uses (i.e., public and school/college land); fencing may only be used on the basis of a substantiated risk (based on the outcome of the Security Risk Assessment).

The 'secure line' is the agreed demarcation around or within a School or College Site and where there is a substantiated risk, this is to be secured with a fence and/or building(s) for the purposes of safeguarding and security. To reduce fencing, use the building(s) as part of the secure line.

Vehicles are to be separated from pedestrians to ensure safety and to limit access to sites by vehicles where this is inappropriate.

1.1 Boundary, secure line and zones

The level and type of security measures are to vary from site to site based on a Security Risk Assessment following the Security Overlay to the RIBA Plan of Work.

There is to be a balanced approach to risk and safety in accordance with The UN's Convention on the Rights of the Child. This means removing unacceptable hazards and creating safety, which is balanced with, 'informing, equipping and empowering children to take necessary precautions to enhance their own safety'.

Projects shall focus on passive, green infrastructure solutions which support biodiversity net gain and local nature recovery targets.

There is to be a pupil-centred approach to the use of fences in the outdoor environment which shall be carefully considered as fencing can:

- Reduce the flexibility of a place
- Have a negative impact on placemaking, and
- Have a negative impact on creating a sense of community belonging

Boundaries and fences are to eliminate hazards including:

- The location of fences/gates on slopes
- Finger traps
- Fencing/boundary gaps, and
- The location of access control points in relation to gates

All projects shall undertake a security risk assessment. Risks shall be assessed, and suitable design solutions provided. In cases of substantiated risks, solutions may include fencing.

The outdoor environment is to create a sanctuary for play, physical activity and learning.

Passive solutions to reduce risks and hazards include:

- Natural surveillance facilitated by clear sight lines
- Topographical changes, such as retaining walls, shallow swales and low mounds to establish boundaries and/or zones
- Green infrastructure such as fedges, hedges with central fences, hedges and/or pre-grown fence panels and other planting to establish boundaries and/or zones
- Defined zones for various users (e.g., pupils, parents and staff)
- Lighting to ensure visibility in the public realm and/or where community access is allowed

1.1 Boundary, secure line and zones

When establishing boundaries, fencing and landscape zones, designs shall align with the local authority's green infrastructure strategy and/or local nature recovery networks, prioritising green infrastructure and topographical solutions, including biodiversity enhancements as below:

- Hedgehog holes in fences
- Climbing plants on fences
- Green infrastructure solutions (hedgerows, trees)

The design of the boundary shall respond to the local character and outcomes of the Security Risk Assessment, with solutions enhancing the sense of place, ensuring natural surveillance and providing sufficient lighting for visibility.

The reduced size of constrained sites requires more thoughtful design solutions to reduce the sense of enclosure. Constrained sites are to prioritise green infrastructure solutions.

With partial site projects, boundaries, zones and fencing are to enhance the school grounds, complement existing design solutions, and may include enhancement to existing boundaries, secure line and zonal boundaries.

Entrances are to be positioned so as not to create 'tight' gathering or milling points.

MUGAs shall include green infrastructure solutions to the sides of fencing which do not impact visibility and/or accessibility.

Specific requirements

Early Years and Primary

Zonal boundary to be selected from the following:

- Fedge screen
- Pre-grown climbing plant fence
- Hedge with central fence

Secondary

Zonal boundary to be selected from the following:

- Fedge screen
- Pre-grown climbing plant fence
- Hedge with central fence

Special (SEN) and AP

Zonal boundary to be selected from the following:

- Hedge with central fence
- Pre-grown climbing plant fence

2
Rules of assembly

2.1
Purpose and use

Summary

2.1.1 Purpose

This section sets out a series of rules for the assembly of school and college spaces, their buildings and their outdoor environments.

2.1.2 Rules of assembly

In the outdoor environment, the following rules shall be followed:

- All places shall be organised into one or more of four character areas
- All outdoor environments shall use the appropriate grids from the three defined
- All outdoor environments shall use one of three activity layers
- A place shall have defined attributes for grid, activity level, uses, green infrastructure, and supporting components
- A 'suite' of places is required to create a character area
- Every character area shall have at least three of six uses
- All external circulation shall directly relate to a grid

Internally, the following rules shall be followed:

- All building designs shall use the appropriate grids from the six defined
- All spaces shall fit their respective grids and spatial standards
- Small spaces can only be assembled as clusters that fit on a grid
- A suite can only be assembled where there is a curriculum or operational relationship between the spaces or clusters
- All internal circulation shall fit on the Circulation grid
- A service spine is required between all General grids and circulation
- Where blocks of accommodation are in a non-linear form they shall be connected using a link building

Each rule of assembly is detailed below with an explanatory objective and compliance methodology.

2.2
Places rules of assembly

Hierarchy and relationship

This section of the document sets out the requirements for the external areas of schools. There is a defined methodology for how sites are designed.

Sites are laid out using Character areas, which are overlaid with Activity Layers and Grids. The Character areas exclude the building.

The smallest external spatial element in this methodology is a Place. Places have a single use and there are many, which, when grouped together make the Character Areas.

The functions of Places are categorised by use, green infrastructure and supporting components.

1 Grid Type   4 Green Infrastructure

2 Activity Type   5 Supporting Components

3 Use Type
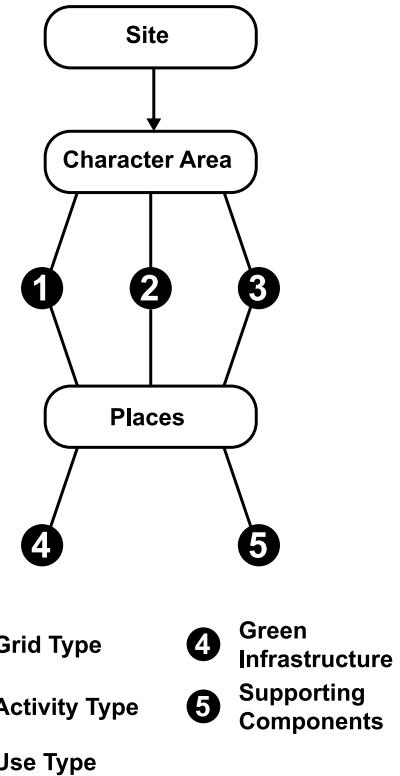
2.2.1 Character areas

Purpose

The whole site is divided into character areas based on use.

Rules of assembly

All places shall be organised into one or more of four character areas.

Compliance

There are four character areas:

- Entrance Landscape
- Courtyard Garden
- Playscape
- Parkland and Playing Fields

Character areas can only be created by combining a suite of places of multiple use types.

All character areas shall incorporate a minimum of two learning landscapes, which are accessible daily.

Parkland and Playing Fields

Playscape

Courtyard
Garden
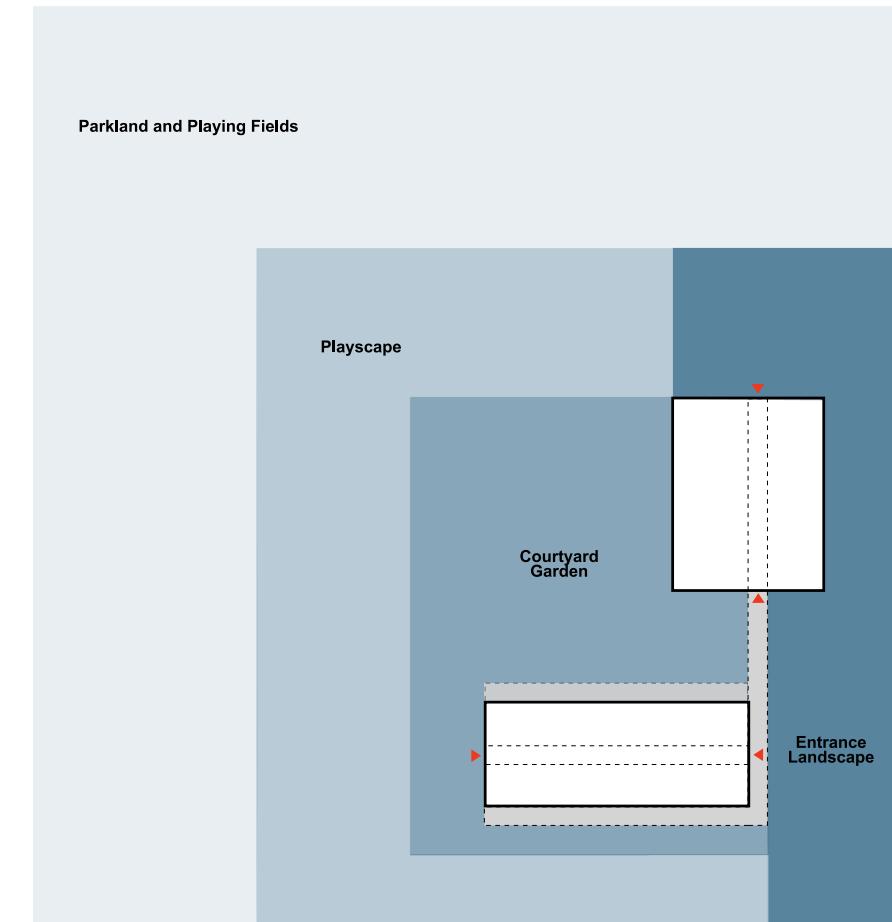
Entrance
Landscape

An Entrance landscape character area shall include:

- An entrance forecourt to provide pupil and carer circulation and for occasional events
- Segregated cycle, pedestrian and vehicular routes
- Clear routes to entrance and/or building entrance(s) to provide passive supervision by staff and passersby
- Maintain clear sight lines within 5m of the building entrance
- Where possible site the public realm adjacent to the entrance forecourt to enable passive surveillance
- Site entrance sign and external directional signage
- Cyclists' storage to be accessible without crossing vehicular routes
- Storage to be located so as not to obstruct natural surveillance and/or impede footpaths
- Waste facilities to not be within 10m of the building

Where applicable they shall also include:

- An independent entrance forecourt to the nursery
- In SEND settings a drop-off zone adjacent to entrance, covered where possible

The Courtyard garden character area can be used more than once in a school project. It is a defined space, usually by two or more building elevations, and/or the MUGA and planting. It enables:

- Clear routes between buildings, with consistent entrance, main and auxiliary path widths
- Key Stage user groups, allowing for management and supervision
- Restorative garden use
- Social use
- Dining use

A Playscape character area shall include:

- A physical activity use
- A restorative garden use
- MUGA for organised team sports and informal play

A Parkland and playing fields character area shall include:

- Sports pitches
- A 'Daily Mile' path with nodes for gym equipment and orienteering trail equipment

Where appropriate they shall also include the following:

- Specialist facility and/or overflow car park
- Attenuation ponds

2.2.2 Uses

Purpose

To define the core activities and uses that take part in the outdoor environment.

Rules of assembly

Every character area shall have at least three of the six uses.

Compliance

There are six uses:

- Social
- Access
- Restorative garden
- Physical activity
- Learning landscape
- Movement

The social use is associated with a low activity level and is communal, such as conversation, play and dining.

The access use is associated with arrival and exiting of the school site and grounds. This includes pedestrian, cycle and vehicular movement.

The restorative garden use is associated with natural environments that can help restore cognitive function and reduce mental fatigue.

The physical activity use is associated with physical activity, both formal and informal.

The learning landscape use is associated with passive education or curriculum-based activities, both formal and informal.

The movement use is associated with circulation and movement during the school day and throughout the site.

2.2.3 Grids

Purpose

To create a dimensionally coordinated organising structure that connects the building(s) with the outdoor environment, whilst responding sensitively to the site's natural character/topography.

Rules of assembly

All outdoor environments shall use the appropriate grids from the three defined.

Compliance

There are three grids:

- Fixed and adjacent
- Loose and adjacent
- Open

Grid lines for the fixed and adjacent grid shall extend out from building(s) to create an organising structure for the outdoor environment. Where required for building maintenance, green infrastructure is to be offset by 2.4m from the building.

The junction between the fixed and open grids is the loose grid - able to accommodate flexible areas of play - and the adjacent grid that uses the architectural grid to frame the MUGA.
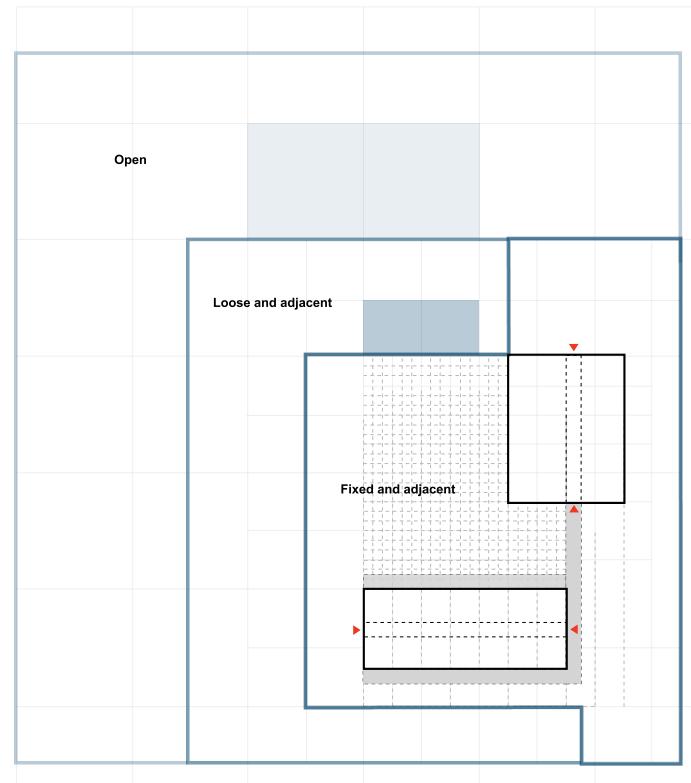
The fixed and adjacent grid is widened to accommodate the open grid to a seasonal sports pitch.

Grid	Distance from building	Parallel to building	Perpendicular to building
Fixed and Adjacent	Adjacent	2.4m	7.2m (based on 1.8m)
Loose and adjacent	15 – 100m	MUGA to align to internal grid	MUGA to align to internal grid
Open	20m (10m on a Special school)	-	-

Distance between overlapping building elevations: 18m (minimum), except where these are connected with fully enclosed links and knuckles and the arrangement does not affect the daylighting of occupied spaces.

Loose and adjacent exception: A Multi Use Games Area (MUGA) can sit adjacent to social (e.g., dining) and sports facilities.
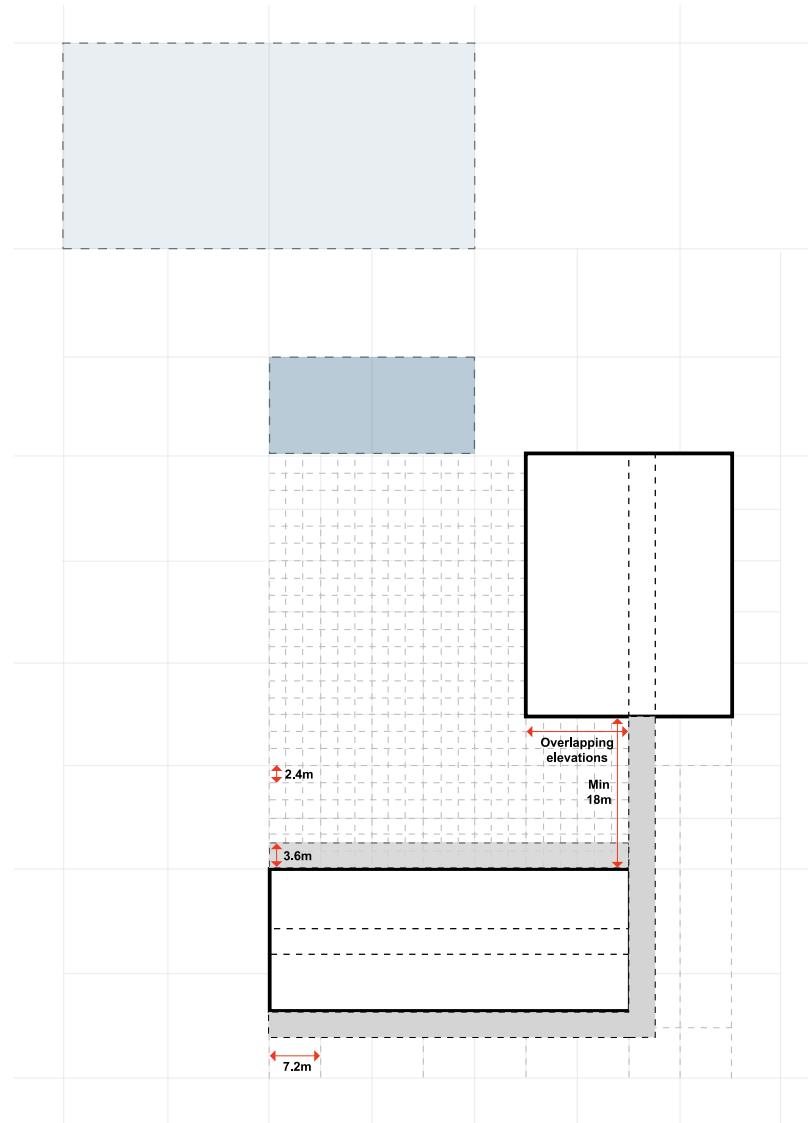
2.2.4 Activity layers

Purpose

To organise the outdoor environment into levels of physical activity.

Rules of assembly

All outdoor environments shall use one of three activity layers.

Compliance

All areas are in one of three activity layers:

- High activity
- Moderate activity
- Low activity

Activity levels increase with distance from the building.

Low activity layers are designed for socialising, restorative activities and outdoor dining and shall use the fixed and adjacent grid.

The moderate activity layer is designed for a 50/50 balance of group and individual activities with restorative and physical activity.
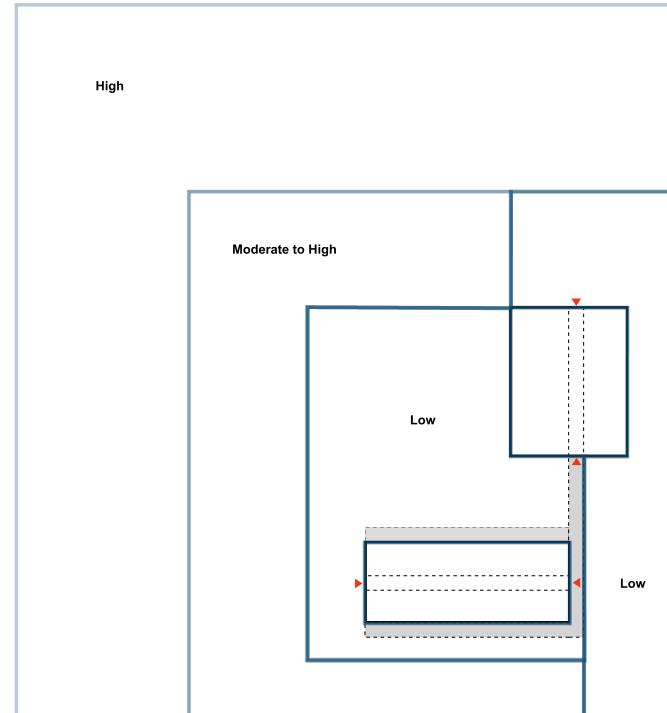
The high activity layer is designed for a 70/30 balance of group and individual activities with physical activity.

The moderate and high activity levels can take place on either the loose and adjacent grid or open grid.

A low, moderate and high activity level type shall be easily accessible during break time.

2.2.5 Places

Purpose

To organise complementary activities in the outdoor environment.

Rules of assembly

A place shall have defined attributes for grid, activity level, uses, green infrastructure, and supporting components.

**Compliance**

Places are defined in the Schedule of Places.

A suite of places is required to create a character area.

Places shall respond to site characteristics (e.g., topography and microclimate) and to the school/college typology.

Where relevant, places are to be grouped into Key Stage learning areas.

Places can be repeated throughout character areas.

Places shall, where appropriate, complement the indoor uses.

❶ Place type ❸ Place type
❷ Place type ❹ Place type
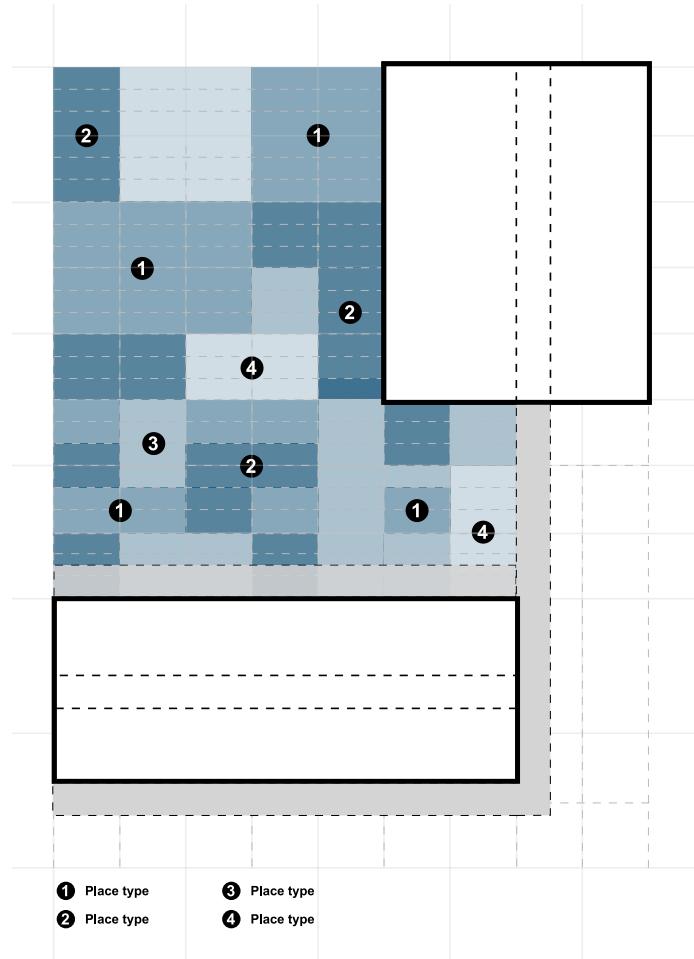
2.2.6 Supporting components

Entrance landscape components

Required:

- Visitor cycle parking visible from main school entrance
- Lighting to entrance and car parking
- Entrance forecourt gate and fence designed to provide identity in keeping with the local character and architectural features

Optional:

- Seating for waiting areas
- Secure line to use building, MUGA and fence solutions

Courtyard garden components

Required:

- Seating for socialising to be provided for approximately 7% of pupils positioned in shade (where feasible) near paths
- Natural habitat and sensory play equipment to restorative garden use area
- Install bins, water bottle filler stations, bib taps, and low activity play equipment
- Provide storage facilities for play, learning and/or garden equipment adjacent to required area
- In Early Years settings that are part of a Primary school, storage for buggies, cycles and scooters

Optional:

- Loose Parts Play storage for equipment
- Amphitheatre seating

Playscape components

Required:

- Equipped play, climbing and gym equipment to be included in physical activity areas
- Storage for Loose Parts Play and sports equipment (if not in Courtyard Garden)
- Provide covered cycle and scooter storage for cycles as per section 3.1 and 3.2 (or provide in Courtyard Garden)
- Tree and willow shade structures to be prioritised for shade provision over proprietary shade structures
- Lighting where community use is required

Parkland and playing fields components

Required:

- Equipped and gym equipment
- Storage for sports equipment
- Lighting where community use is required

Optional:

- Orienteering trail equipment

2.2.7 Connectivity and circulation

Purpose

To facilitate seamless transitions and enable passive surveillance between indoor and outdoor environments.

Rules of assembly

All external circulation shall directly relate to a grid.

Compliance

Main routes from building(s) are required to align with key building entrances, working to the fixed and adjacent grid.

Views from teaching spaces to align with key landscape elements in the Entrance Landscape and Courtyard Garden.

Curvilinear routes should be integrated where required to accommodate natural landscape features or design aesthetics, ensuring they relate seamlessly with the grid system.

Sight lines to remain unobstructed along main circulation routes.

Pathways through soft landscape areas to be designed so as not to require special footwear and are easily maintained.

Circulation through the whole site is required in the form of a 'Daily Mile' path using the fixed and adjacent grid to link the building(s) to the open grid containing the playing pitches.

The grids shall be used to organise key landscape elements and circulation areas.
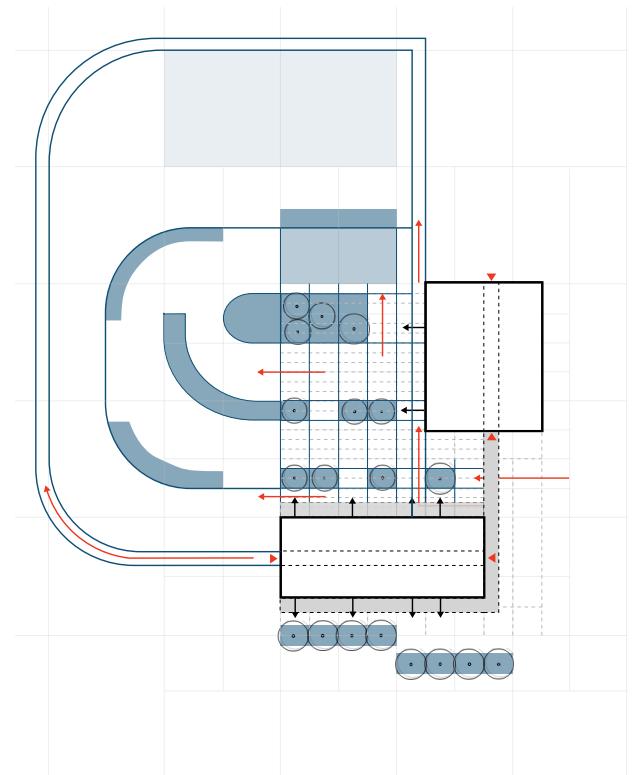
Key Views
Circulation
Green infrastructure

2.3
Spaces rules of assembly

Hierarchy and relationship

This section of the document sets out the requirements for how the internal areas of the school and college buildings are laid out.

The buildings are organised using grids as elements to manage their design, and there are six sizes of these according the size of the spaces that they are to contain.

Grids are arranged to either or both sides of circulation.

Accommodation is provided in whole school or college buildings or into smaller blocks, with blocks joined using block connections. The smallest spatial element is a space, and where there are small spaces which cannot fit onto one of the grids in their own right, these are accommodated into fixed clusters. Spaces and clusters make up suites – these suites provide for curriculum need.
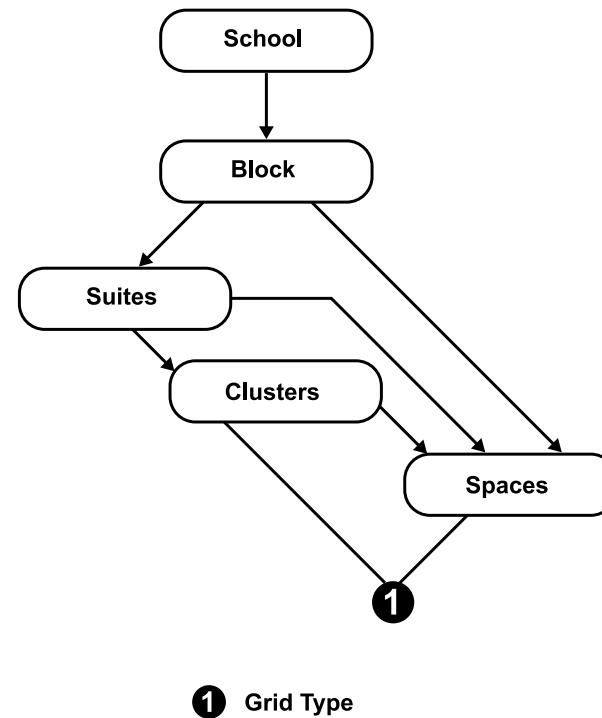
2.3.1 Grids

Objective

Buildings are organised using grids as elements to manage their design, and these grids provide the basis for the size of Spaces and Clusters. They are used for all spaces except external storage, free-standing structures (e.g., energy centre, refuse stores) and off-grid elements.

Rules of assembly

All building designs shall use the appropriate grids from the six defined.

Compliance

There are six grids:

- General
- Small hall
- Medium hall
- Large spaces
- Circulation
- Service spine

Extending Grid
1.8m

Fixed Spatial Grid
7.8m

Clear Dimensions
Allowing nominal
140mm partitions
centred on gridlines

1.65m

3.45m

5.25m

7.05m
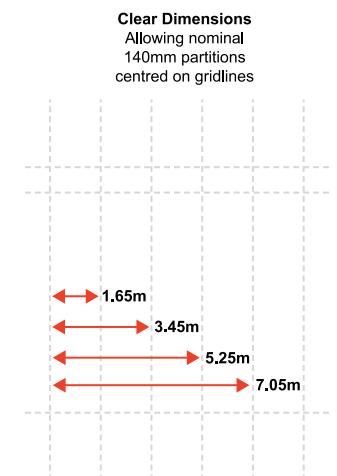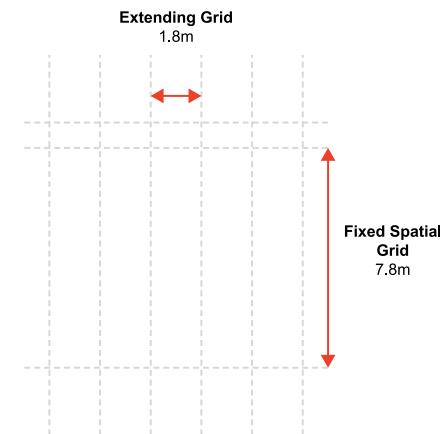
2.3 Spaces rules of assembly

Where new and unique spaces are identified, they shall fit an appropriate grid.

Grids provide both a fixed spatial and extending bay grid and define spatial open and clear heights. Where necessary designers can use an organising sub-grid.

Fixed spatial grids are dimensions clear of partitions and linings (e.g., the service spine has a clear internal dimension of 0.6m). Extending grids and subdivisions within fixed spatial grids reference centrelines of partitions and linings.

Structure is not permitted to project into spaces but can utilise the service spine zone.

There are three widths of circulation grid that respond to corridors in specific school types. Their extending grids are the same.

Where different grids are arranged opposite to each other, the extending grids will align.

Grids can be arranged adjacent or opposite to one another using the corridor as a common element.

Small hall and Medium hall grids are permitted to use a 'half-bay' of the extending grid only where it can be effectively joined to another to make a full bay.

Service spine grid

Circulation grid

Service spine grid

General grid

Small hall grid

Medium hall grid

Large spaces grid
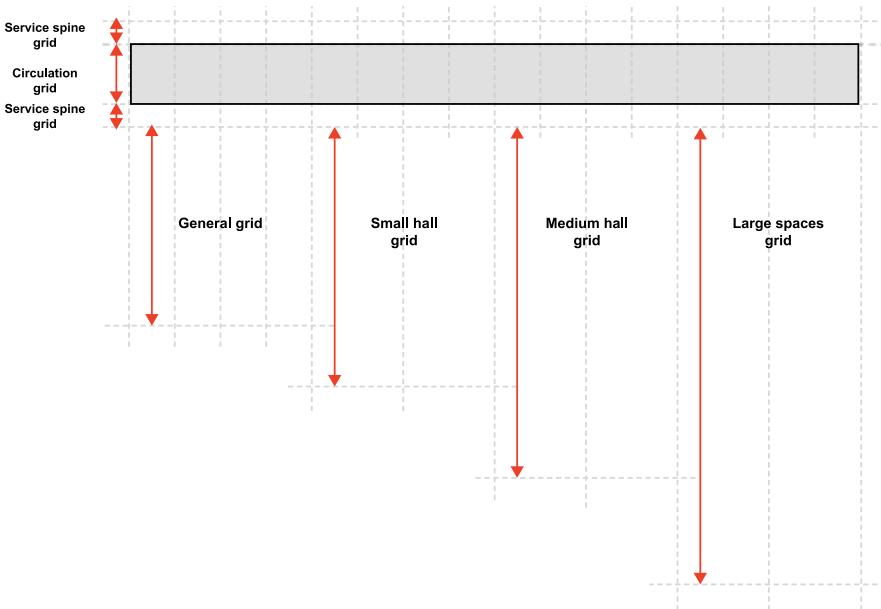
Grids shall not be combined to produce deep plan arrangements. The exceptions to this rule are:

- Open plan library/LRC
- Sixth form social/study
- ICT spaces
- Open plan dining spaces
- Halls, where used solely for assembly and performance

These spaces shall have direct access to daylight. The use of rooflights as the only source of daylight is limited to assembly and performance halls, ICT spaces and sixth form social/study spaces, however in these circumstances, in sixth form spaces horizontal views out are required.

Ancillary storage, toilet spaces and circulation where required to support these spatial exceptions may be included.

Small and Medium hall spaces are permitted to be rotated perpendicular to the Circulation grid provided they do not break the continuous use of the extending grid.

Where clusters of spaces, kitchen and storage sit on the Small hall, Medium hall or Large spaces grid, the space over 3.3m in height not used for the primary spatial function may be assigned to plant and access uses. These spaces may also be used for storage where level access can be achieved.

10.2m

7.8m
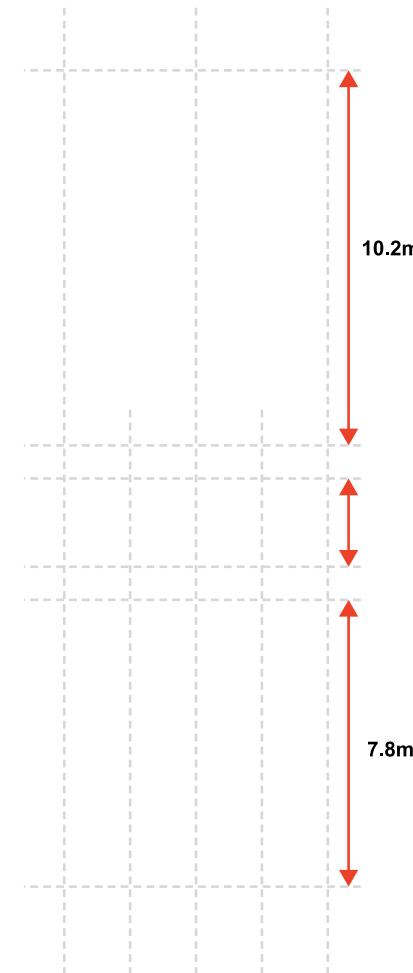
In exceptional circumstances, where identified in the Project Brief, dining halls (and associated kitchen accommodation) and library/LRC spaces are permitted to not use the grid, where these spaces are constructed outside blocks of accommodation.

Grids determine the plan dimensions and the heights of spaces unless noted in the specific chapter.

Teaching spaces, excluding SEN teaching spaces, which are smaller than 13m^2 may have a ceiling and clear height both at 2.4m unless identified in the Project Brief.

Irrespective of room dimensions all toilets, changing rooms, showers and other sanitary accommodation shall have a ceiling with a clear height at a minimum of 2.7m.

Where it can be demonstrated that the general construction system in use has internal walls in excess of 140mm wall thickness then the fixed spatial grid dimension can be increased to maintain internal area requirements whilst accommodating the system. The extending grid dimensions cannot be adjusted.

Galleries and mezzanines are permissible in dining, libraries/LRC and sixth form social spaces, when using the Small hall and Medium hall grids, with the agreement of the Employer.

Table of grid types

Grid type	Fixed grid	Extending grid bay	Min. open height (floor to soffit)	Min. clear height
General	7.8m	1.8m	3.3m	2.7m*
Small hall	10.2m	3.6m		5m
Medium hall	13.8m	3.6m		7m
Large spaces	18m	3.6m		7.5m
Circulation	2.4m (Secondary) 2.2m (Special) 2.0m (Primary)	1.8m	As lowest adjacent grid type	2.7m
Service spine	0.6m	1.8m	n/a	n/a

***Note:** See exception for small teaching spaces

2.3.2 Space

Purpose

Spaces are single rooms or defined areas that fit to the grid or are accommodated in a cluster.

Rules of assembly

All spaces shall fit their respective grids and spatial standards.

Single spaces will not extend into the corridor, with exception of dining and libraries/LRC, where doing so does not affect access to other spaces or circulation. In these limited cases internal columns may be included along the circulation line.

Compliance

Spaces allow for their typical partitions to be positioned on the extending grid.

Partition sizes can be adjusted to reflect the specific construction used provided the required areas of spaces are not reduced.

Spaces shall be free of projections (such as from structure).

55 (m²)   69 (m²)
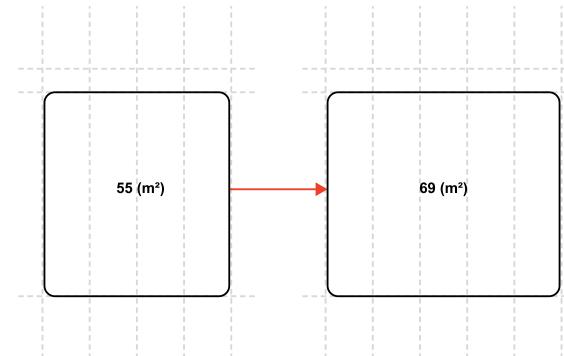
Expandable spaces

General
9 bays

Small hall
3.5 bays
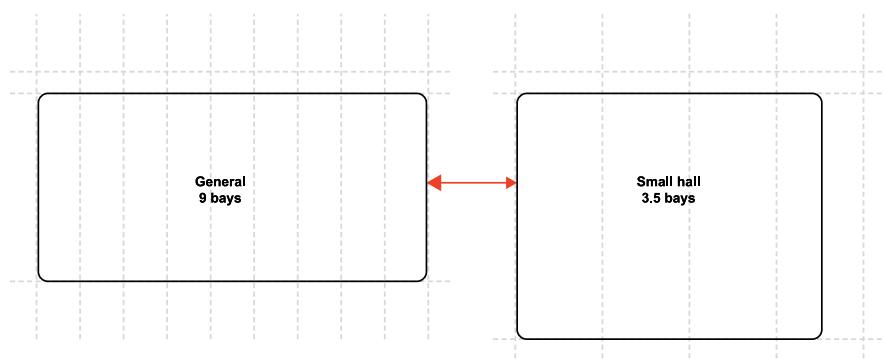
Interchangeable spaces

Projections in corridors are only permitted to prevent collision with outward opening doors that require barrier protection and shall use the service spine depth where possible.

Single spaces can increase along the extending grid to meet the needs of curriculum spaces but shall be no greater than an approximate proportion of 2:1 (length to depth).

Some spaces are able to use more than one grid in response to changing size and proportion, and the most appropriate for the project shall be used.

Where there is no service spine and a hall(s) abuts the corridor and the corridor width is 2.4m or greater, structure may extend into the corridor to a distance no greater than 300mm from the face of the corridor wall, to one side of the corridor only. Where the corridor width is less than 2.4m, the Construction system and interoperability clause shall apply.

General

General 3 bays 41 (m²)	General 4 bays 55 (m²)

General 6 bays 83 (m²)	General 8 bays 111 (m²)	General 10 bays 138 (m²)

Small hall

Small hall 2 bays 72 (m²)	Small hall 2,5 bays 89 (m²)	Small hall 3 bays 106 (m²)	Small hall 3.5 bays 126 (m²)	Small hall 4 bays 144 (m²)	Small hall 4.5 bays 152 (m²)	Small hall 5 bays 179 (m²)

Medium hall

Medium hall 3 bays 148 (m²)	Medium hall 3.5 bays 171 (m²)	Medium hall 4 bays 196 (m²)	Medium hall 4,5 bays 221 (m²)	Medium hall 5 bays 246 (m²)	Medium hall 5.5 bays 270 (m²)	Medium hall 6 bays 295 (m²)

Large spaces

Large spaces 3 bays 192 (m²)	Large spaces 3.5 bays 221 (m²)	Large spaces 4 bays 255 (m²)	Large spaces 4.5 bays 282 (m²)	Large spaces 5 bays 310(m²)	Large spaces 5.5 bays 345(m²)	Large spaces 6 bays 380 (m²)

Relationships between single spaces across grids

2.3.3 Clusters

Purpose

Clusters are groups of spaces and smaller spaces that, when combined, fit on the grid and use ancillary corridors where necessary.

Clusters are based around a consistent approach to subdivision of the fixed spatial grid to maximise flexibility.

Rules of assembly

Smaller spaces can only be assembled in clusters that fit on a grid.

Compliance

Clusters of spaces are indivisible.

Cluster layouts can be shared or duplicated across different Suites where space sizes and environmental performances are consistent.

Spaces arranged in clusters can be reallocated to deliver different uses.
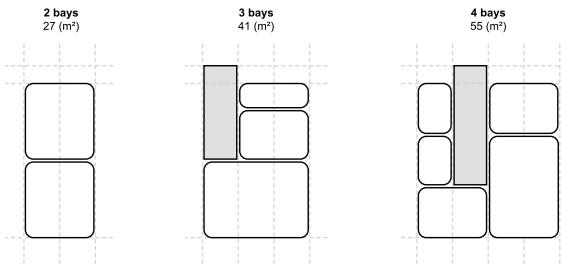
Example clusters
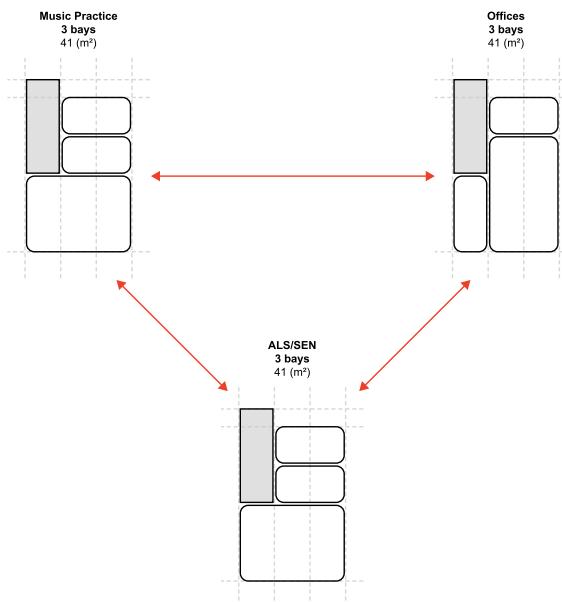
Interoperability between clusters

2.3 Spaces rules of assembly

All spaces shall access main or ancillary circulation. In exceptional cases where there is direct relationship between one space and another, for example, a group room associated with a library or a server room off the ICT staff workroom, the circulation does not need to be discounted for the purposes of furniture layouts. Where circulation would impact upon furniture arrangements or where the use of spaces is less defined the area of circulation shall be measured.

Subdivision of 7.8m
grid into halves

Subdivision of 7.8m
grid into thirds

Subdivision of 7.8m
grid into quarters

3.83m

2.5m

1.83m

Fixed Spatial
Grid
7.8m

Extending Grid
1.8m

Principles shown with approximately 150mm partition to general grid.
Partition allowance approximately 200mm to small, medium and large grids.
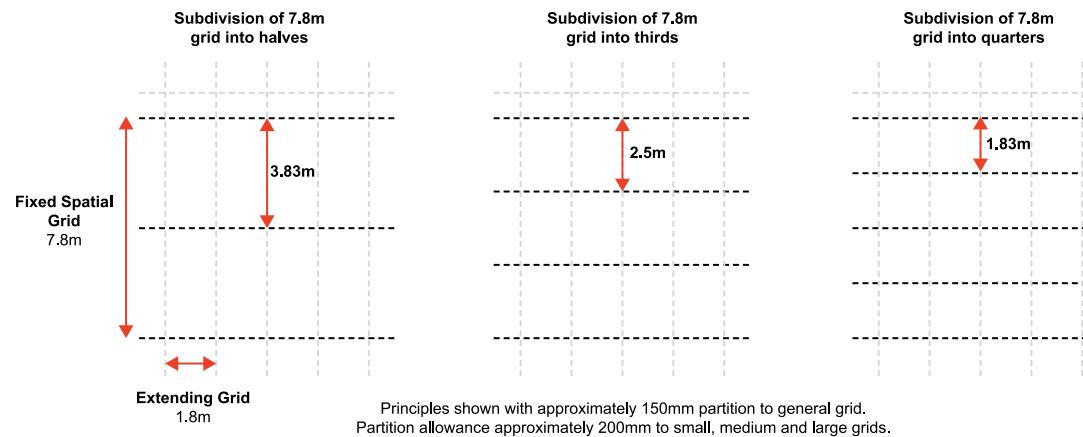
Subdivision of fixed spatial grids

Music Practic
Alternative Suites
3 bays
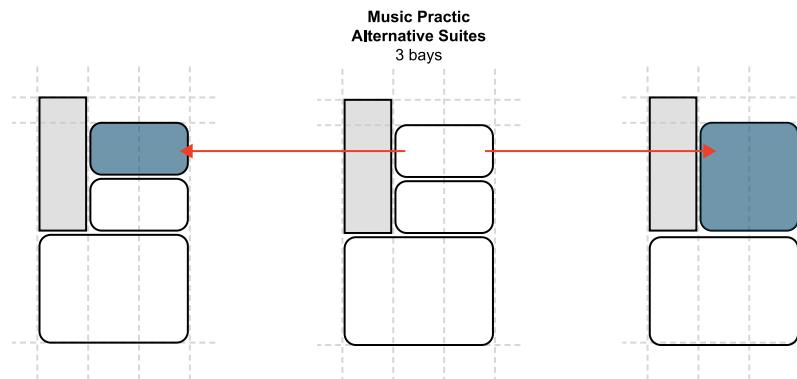
Relationship between small spaces

2.3.4 Suites

Purpose

To meet curriculum or operational need, an arrangement of spaces and/or clusters that need to be adjacent, or in close proximity.

Rules of assembly

A Suite can only be assembled where there is a curriculum or operational relationship between the spaces or clusters.

Compliance

Suites shall be assembled from the suite description table in the Spaces 'General requirements' section and can be tailored in line with project specific needs, using elements from other sections where required.

Science
(SCI)

1: Select suite

2: Create project specific suite

Staff, social and workroom cluster (SOC)

Staff offices (OFF)

Personal care (WCS)

Science
(SCI)

3: Review against suite best practice

Staff, social and workroom cluster (SOC)

Staff offices (OFF)

Personal care (WCS)
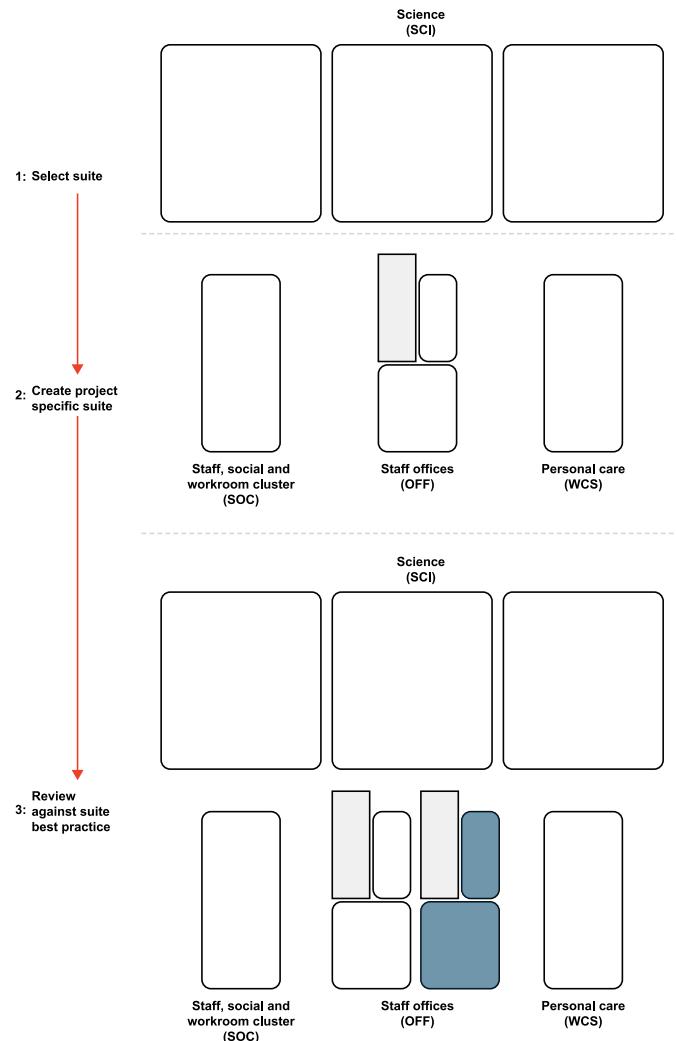
2.3.5 Circulation

Purpose

Circulation elements are horizontal, vertical and external, and are spaces used for user movement.

Rules of assembly

All internal circulation shall fit on the Circulation grid, with the exception of linking corridors and ancillary corridors.

Compliance

Spaces and clusters are accessed from an appropriate Circulation grid (see Table of grid types).

Circulation elements conform to extending grids.

There will always be some corridor alongside every occupiable space. When the General grid is used to both sides of a corridor then the corridor shall address all occupiable spaces for its full length. In exceptional circumstances, independent free-standing blocks providing only nursery or sports changing accommodation may be permitted to not use the circulation grid, with the approval of the Employer.

Corridor height is set by the General grid. Where the General grid is not used to either side of the corridor, the height of the corridor is set by the lower adjacent structure.

Where the corridor serves the space to only one side then the corridor height can follow the General grid.

Corridor width	Recommended number of 1.8m bays before connection	Maximum number of 1.8m bays before connection
2.0m	20	28
2.2m	22	32
2.4m	24	34

The maximum number of 1.8m bays before a connection is required for single storey buildings can be increased by four bays, where the corridor additionally has direct access to daylight at its central point through the use of rooflights and, where possible, other measures.

2.3 Spaces rules of assembly

Vertical circulation elements shall be integrated fully into the fixed spatial grid and extending grid pattern except where these are part of a knuckle.

Stairs may be positioned in one of three locations:

- Accommodated in the grids for occupiable space (as with Lifts)
- At the end of the blocks immediately connecting to the block, at right angles to the main corridor
- As part of the design of the block connection/off-grid 'knuckle' and linked to blocks of accommodation via horizontal circulation

Linking corridors are used in the General, Small hall and Medium hall grids where circulation is required to run adjacent to occupiable spaces and perpendicular to the main corridor.
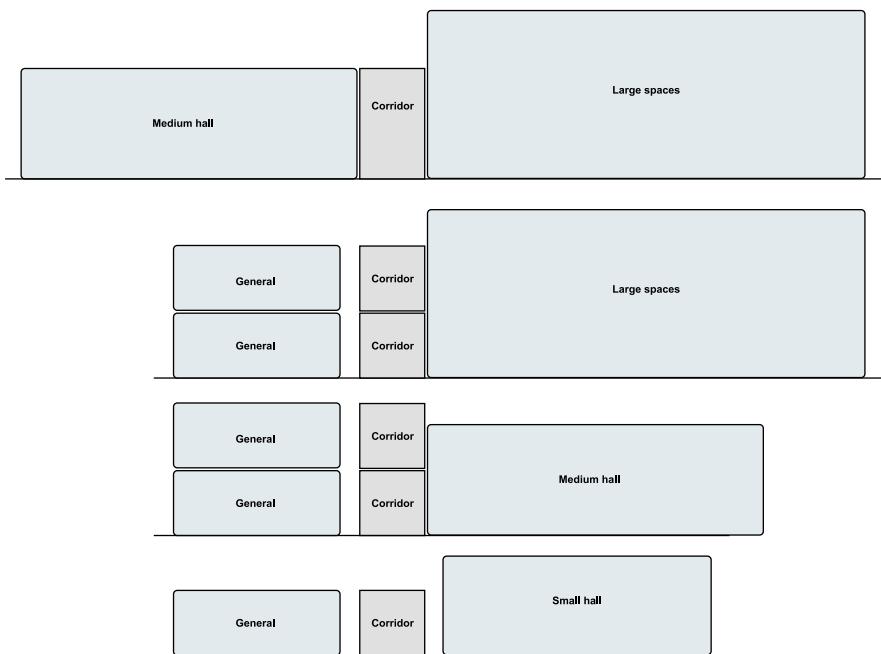
Scenario 1:
Internal corridor length exceeds maximum. Blocks to be separated and connection added.
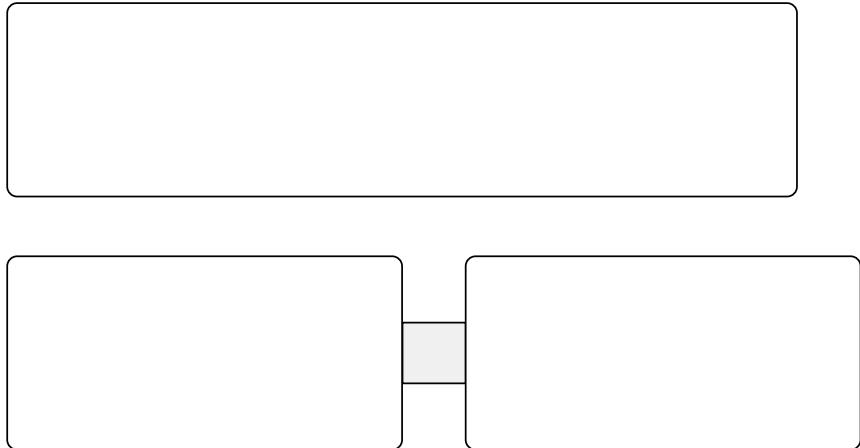
Scenario 2:
Block cannot turn corner and should be separated with a connecting element.
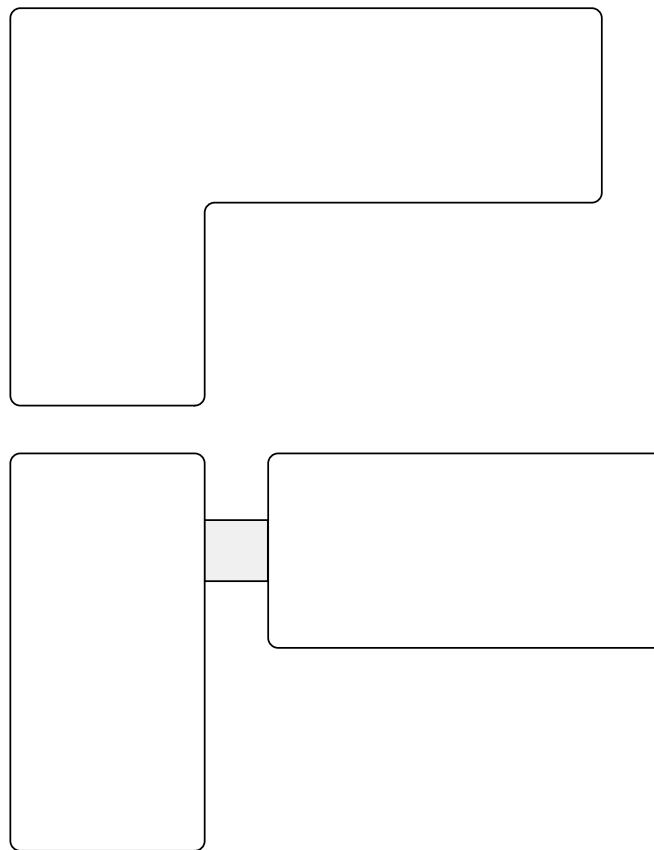
2.3.6 Service spine

Purpose

A space to accommodate services, and other ancillary activities, which fits on the grid between the area for occupiable rooms and the area allowed for circulation.

Rules of assembly

A service spine is required between all General grids and circulation.

Compliance

Where a General grid is used there will always be a service spine the same length as the adjacent corridor for all occupiable spaces. This includes single storey buildings.

Small hall, Medium hall or Large spaces grid can include a spine if servicing and other requirements determine this.

In limited circumstances, the service spine space can be connected to adjacent small spaces and is subject to the use hierarchy on table below.

Services within spines will be accessed from the corridors.

Doors, screens and associated walls to spaces can be fitted either face of the service spine.
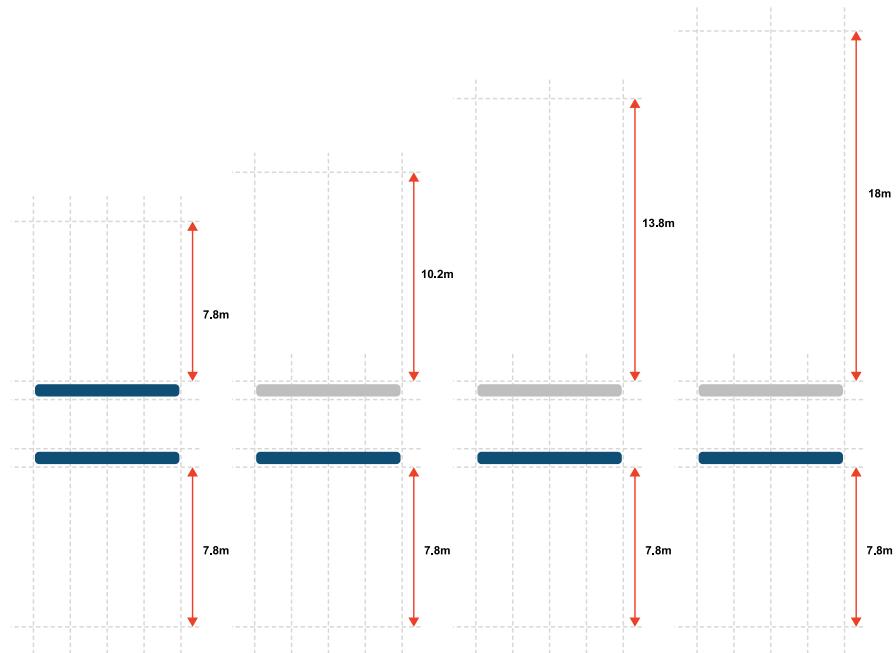
2 Rules of assembly

Where by exception, a deep-plan arrangement is permitted then the service spine can be omitted from the central spaces, even where these use the General grid, where the majority of space is open plan and with the agreement of the Employer.

Hierarchy	Use
1: Services	Accommodate all vertical distribution of services (e.g., ductwork, pipework, ventilation systems, ventilation pathways, rainwater pipes, foul drainage)
2 Service Spaces	Accommodate cleaners' stores, Multi-Function Devices (with suitable ventilation), distribution servers and localised hub rooms
3: Corridors storage and fittings	Where not required for services, the space can be used for built-in storage (facing in either direction), lockers, corridor seating and breakout spaces, display units, glazed screens and visual connection into teaching rooms
4: Small spaces	In limited circumstances the service spine space can be linked to adjacent small spaces in the General grid clusters only

Service spines prioritise the vertical and horizontal distribution of services, including natural ventilation

If available, then service spines can be used for corridor extended function, benches or visual connections through into rooms

If not required for services or utilised as corridor spaces then services spines can be used to extend small spaces as part of clusters

Service spine accessed from corridor

Services shall not run vertically or horizontally in or between spaces

Horizontal services distributed in corridor
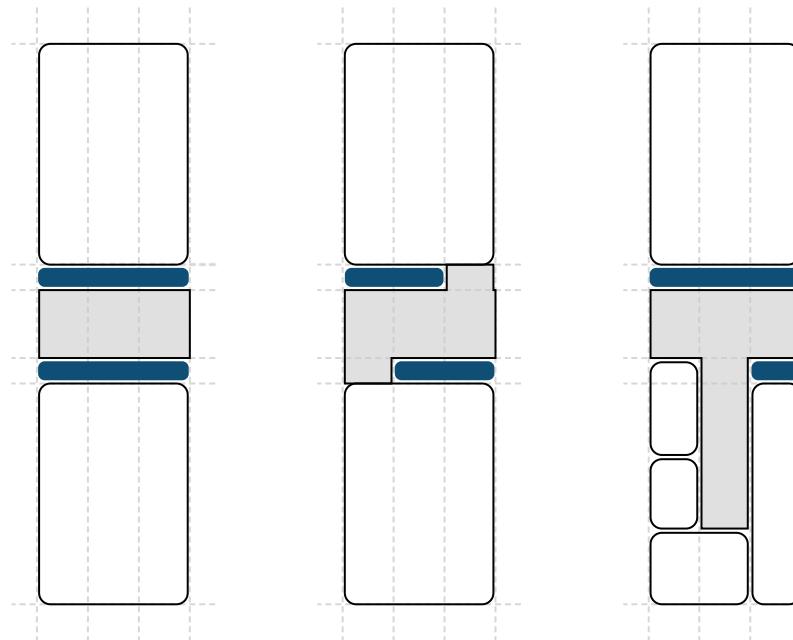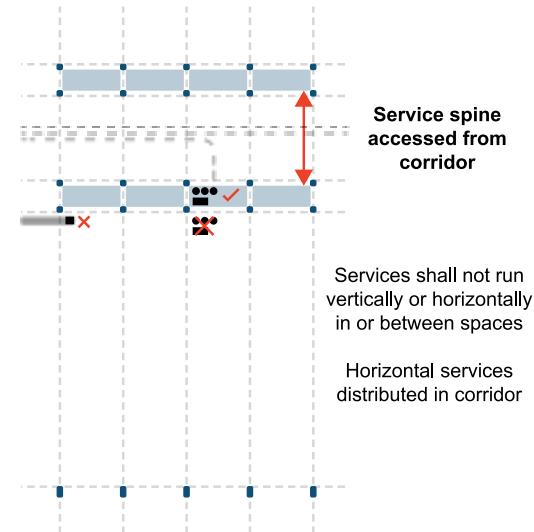
2.3.7 Block connections

Purpose

To connect non-linear arranged blocks (and where needed linear ordered blocks) using either, open, covered or enclosed circulation.

Rules of assembly

Where blocks of accommodation are in a non-linear form they shall be connected using a link element, which when non-rectangular is called a 'knuckle'.

Compliance

Two buildings shall be connected using a link building on either one or more floors with open or enclosed construction.

Where appropriate, a 'knuckle' can be added to the link to provide space for the following only:

- Stairs
- Lifts
- Cleaner's stores
- Small administrative offices for access control or reception

Where a 'knuckle' only contains a secondary stair then the 'knuckle' may be treated as partially enclosed.

Where linking corridor connects
blocks this will become an
external linking element
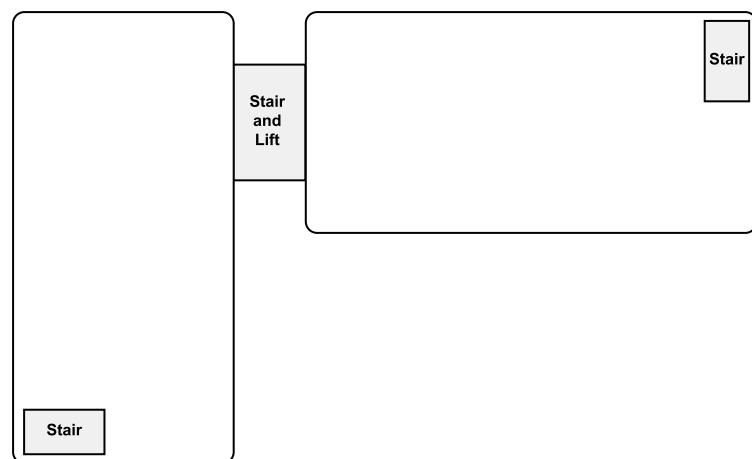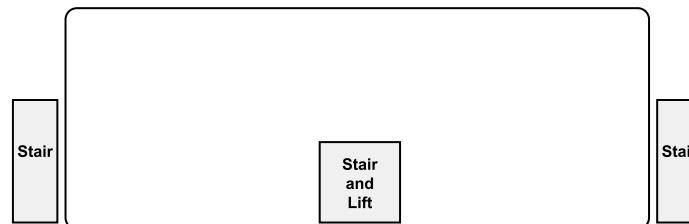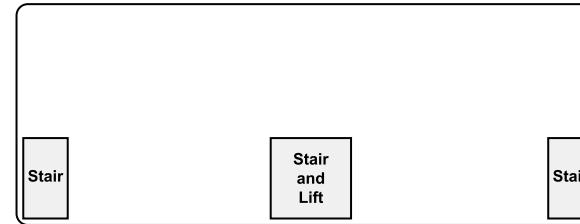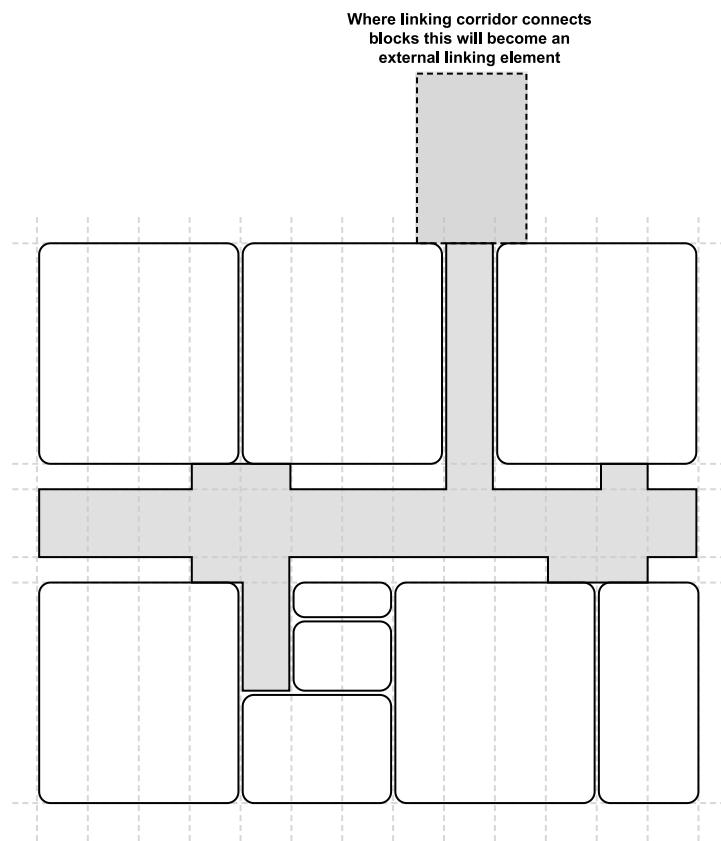
3
Spaces and places

Places

3.1
Entrance landscape

3.1.1 General requirements

Summary

Grid	Fixed and Adjacent
Activity Layer	Low Activity Level
Green Infrastructure	Entrance Forecourt: trees Car Park: 1 tree per 8 car parking spaces, nature-based SuDS
Use	Access, Movement, Social, Restorative garden, Learning Landscape

Purpose

A character area to provide a transitionary and welcoming green space from the public to the pupil realm.

The entrance landscape includes an entrance forecourt to provide pupil and carer circulation and for occasional events.

Adjacencies

- The Entrance Forecourt shall be adjacent or close to a Courtyard Garden.
- It shall provide clear links to active travel network.

- Green infrastructure is to align with the fixed and adjacent grid.
- Circulation through front entrance.

Ratios

Entrance Landscape areas

Type	Ratio (minimums)
Primary and Early Years	Base area: 350m² + per pupil area: 1m² (Nursery) + 1m² (Infant) + 5m² (Junior)
Secondary and Sixth Form	Base area: 2000m² + per pupil area: 5m² (Secondary) + 5m² (Post 16)
Special School/Special College	Base area: 4500m² + per pupil area: 21m²

Notes:

The Entrance Forecourt may draw on the adjacent Courtyard Garden to help meet the above space ratio, but the Courtyard shall not be relied upon exclusively for this purpose.

Nursery requires separate Entrance Forecourt.

Assumes staggered leaving times.

Visitors' cycle, scooter and car parking ratios

Place	Teaching staff / Pupil's ratio	Visitors ratio
Cycle parking: Primary	Located in Courtyard Garden. *See section 3.2*	2 (minimum)
Cycle parking: Secondary	Located in Courtyard Garden. *See section 3.2*	2 (minimum)
Scooter parking: Nursery/Primary	Located in Courtyard Garden. *See section 3.2*	n/a
Car parking: Nursery/Primary	1 space per full time teaching staff, 2 spaces per 3 non-teaching staff	Included
Car parking: Secondary	1 space per full time teaching staff, 2 spaces per 3 non-teaching staff	Included
Car parking: Special School	1 space per full time teaching staff, 2 spaces per 3 non-teaching staff	Included

Notes:

Cycle and scooter parking shall be located in either the Entrance Landscape or Courtyard Gardens (preferred) or Playscape (preferred).

Visitor parking is included within the above parking allocations.

Special School: Pick-up and drop-off access arrangements to be coordinated with entrance forecourt. Parking for minibuses to be determined on a project-by-project basis.

All ratios are to be determined by local authorities and school travel plans. Allocate 5% of parking spaces as accessible bays.

3.2 Courtyard garden

3.2.1 General requirements

Summary

Grid	Fixed and Adjacent
Activity Layer	Low Activity Level
Green Infrastructure	Multi-stem trees Raingardens Willow structures (Primary/SEND)
Use	Social, Movement, Learning Landscape, Restorative Garden Physical Activity (Nursery/Reception)

Purpose

A character area to provide an accessible place for social interaction, communal play and external dining (Secondary), using a balance of hard and soft landscape for access to nature, thermal comfort, flood resilience and air quality.

Adjacencies

- In all schools, a Courtyard Garden sequentially follows from the Entrance Forecourt.

- In Secondary schools and Colleges, dining courtyards and canopies shall be located adjacent to internal dining facilities.
- For Nursery and Reception pupils and in SEND schools, there shall be direct access from the playrooms/classrooms to the Courtyard Garden(s) and/or Restorative Gardens.
- In Primary and SEND schools, willow canopy structures can provide additional shade provision.
- The Courtyard Garden shall be connected to the Playscape and Parkland and Playing Fields character areas via the 'Daily Mile' path.
- Courtyards form a core node connecting to all character areas and building entrances.
- In Special schools there shall be a shared Restorative Garden, and adjacent to classrooms individual Restorative Gardens.

Ratios

Courtyard Garden areas

Type	Ratio (minimums)
Primary and Early Years	Base area: 1000m² + per pupil area: 5m² (Nursery) + 5m² (Infant) + 5m² (Junior)
Secondary and Sixth Form	Base area: 1450m² + per pupil area: 5m² (Secondary) + 5m² (Post 16)
Special School/Special College	Base area: 3200m² + per pupil area: 10m²

Note:

Nursery and Reception: Courtyard Garden to merge with Playscape character area and include cycle/scooter track and equipped, sensory and/or Loose Parts Play equipment.

Staff and pupils' cycle and scooter parking

Parking	Teaching staff / Pupils	Visitors
Cycle parking Nursery/Primary	1 space per 20 pupils	*See Entrance Landscape section 3.1*
Cycle parking Secondary	1 space per 10 pupils	*See Entrance Landscape section 3.1*
Cycle parking Special School	1 space per 10 pupils	*See Entrance Landscape section 3.1*
Scooter parking Nursery/Primary	1 space per 10 pupils	n/a

Notes:

All schools: 1 cycle space per 20 staff members.

Special School: 2no. enlarged cycle parking spaces for mobility cycle users to be included in total hoops quantity.

3.2 Courtyard garden

Hard and soft landscape ratios

Type	Ratios
Nursery	40% hard 60% soft landscape
Primary	60% hard 40% soft landscape
Secondary	60% hard 40% soft landscape
Special School/SEND	70% hard 30% soft landscape

Canopy areas

Type	Ratios
Nursery and Reception	**Outdoor learning:** 25m² per 26 place, or 50m² per 52 place nursery playroom, and 25m² per reception classroom (minimum) **External circulation:** see Primary
Primary	**Outdoor learning:** 0.15m² linear metre of willow structure per pupil (shared in Playscape) **External circulation:** 110m²
Secondary	**Dining:** 0.15m² per pupil (max. 180m²) **External circulation:** 110m²
Special School/ Special College	**Outdoor learning:** 25m² canopy in each 56m² restorative garden (minimum) **External circulation:** 110m²
Non-ambulant Special School	**External circulation:** To cover full extent of area from vehicle drop-off point(s) to pupil entrance(s)

Notes:

External circulation canopy in Primary/Special School/Special College to sit between Courtyard Gardens and Entrance Landscape to provide both circulation and a covered waiting area.

3.2 Courtyard garden

Secondary: Maximum size single canopy 90m².

Nursery and Reception: Located adjacent to playrooms/classrooms to allow supervised free flow.

3.3
Playscape

3.3.1 General requirements

Summary

Grid	Loose and adjacent
Activity Layer	Moderate to High
Green Infrastructure	Willow structures Hedge screens, hedges for Pupil Zones and trees along southern/western/eastern elevations of MUGA
Use	Social, Movement, Physical Activity, Learning Landscape, Restorative Garden

Purpose

A character area to provide a balance of individual and group activities set within a natural environment and embedded into topographical features.

Adjacencies

- Courtyard Gardens and Parkland and Playing Fields via 'Daily Mile' path.
- The playscape is adjacent to the courtyard.

- A Multi Use Games Area (MUGA) can sit adjacent to social (e.g., dining) and sports facilities.
- The green infrastructure is to be less rigid in the play/activity areas but shall align with the architectural grid around the MUGA.
- MUGA can be located corner to corner with the school building.

Ratios

Playscape areas

Type	Ratio (minimums)
Primary and Early Years	Base area: 800m² + per pupil area: 0m² (Nursery) + 2.5m² (Infant) + 2.5m² (Junior)
Secondary and Sixth Form	Base area: 800m² + per pupil area: 2.5m² (Secondary) + 2.5m² (Post 16)
Special School/Special College	Base area: 800m² + per pupil area: 2.5m²

Notes:

Playscape may draw on the adjacent Parkland and Playing Fields by up to 20% to help meet the above space ratio, but the Parkland and Playing Fields shall not be relied upon exclusively for this purpose.

Nursery and Reception: Courtyard Garden to merge with Playscape character area and include cycle/scooter track and equipped, sensory, and Loose Parts Play equipment.

Hard and soft landscape ratios

Type	Ratios
Primary	40% hard 60% soft landscape
Secondary	80% hard 20% soft landscape
Special School	70% hard 30% soft landscape

Gym and Trail equipment ratios

Type	Ratios (minimums)
Nursery	6no. pieces of equipment
Primary	6no. pieces of equipment per 2 forms entry
Secondary	3no. pieces of equipment per 3 forms entry
Special School	6no. pieces of equipment

Notes:

Age and use appropriate equipment to be chosen for Trim, Gym and Trail equipment.

Soft landscape for Playscape includes rubber safety matting with amenity grass.

3.4
Parkland and playing fields

3.4.1 General requirements

Summary

Grid	Open
Activity Layer	High
Green Infrastructure	Swales, Trees
Use	Physical Activity, Learning Landscape, Social, Movement

Purpose

A character area to provide individual and group physical education spaces using sports pitches and other provision.

Adjacencies

- The playing fields shall be accessible from the changing room facilities and sports hall.
- The Parkland and Playing Fields shall be connected to the Playscape and Courtyard Garden character areas via the 'Daily Mile' path.

Ratios

Parkland areas

Type	Ratio (minimums)
Primary and Early Years	Base area: 0m² + per pupil area: 0m² (Nursery) + 2.5m² (Infant) + 37.5m² (Junior)
Secondary and Sixth Form	Base area: 5750m² + per pupil area: 37.5m² (Secondary) + 37.5m² (Post 16)
Special School/Special College	Base area: 3000m² + per pupil area: 8.5m²

Spaces

General requirements

Summary

This provides the general requirements applicable to all the spaces in the category. The information in these is structured as follows:

- Purpose
- Ratios
- Adjacencies

Suite space category and code	Chapter
Entrance and administration (ADM)	3.5
Nursery (NUR)	3.6
Primary classrooms (PRI)	3.7
Secondary / FE classrooms (SEC)	3.8
Sixth form (SIX)	3.9
Special education needs classrooms (SEN)	3.10
Design, art and technology (DAT)	3.11
Science (SCI)	3.12
SEND support (SES)	3.13
Activity (ACT)	3.14
Dining and kitchens (DIN)	3.15
Performance and assembly (PER)	3.16
Music and drama (MDR)	3.17
Library and LRC (LIB/LRC)	3.18
Circulation (CIR)	3.19
Staff offices (OFF)	3.20
Staff social and workrooms (SOC)	3.21
Personal care (PCS)	3.22
Plant and services (PLT)	3.23

Individual Space or Cluster pages

Information in these apply specifically to each relevant space or cluster identified in each category. These pages are structured as follows:

- Information table (see adjacent)
- Purpose
- Adjacencies

Small spaces can be described as continuous or intermittently occupied:

Continuously occupied small spaces are where staff occupy the space for their full working day.

- Intermittently occupied small spaces are those used intermittently by staff for short periods as they work in other parts of the school or college.
- Some diagrams focus on a specific space but show cluster adjacent spaces using a dotted outline.

Grid	Describes the useable grids
Type	Describes the level of enclosure
Flexible	Describes if some small spaces can be repurposed easily after design
Window	Describes the necessity of providing windows (direct source of daylight)
Link	Describes the principal connections for the purpose of circulation from the space or cluster, there may be other routes into the spaces or clusters
Age	Describes the main age groups using a space by Key Stage (KS). Where adults support these key stages, and there is infrequent use by other age groups, this is not defined
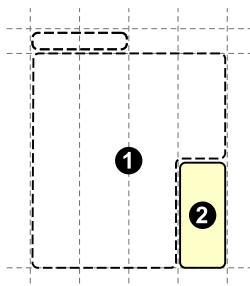
3.5
Entrance and administration (ADM)

3.5.1 General requirements

Summary

Purpose

Entrances are the first point of contact for pupils/students, parents and carers, and the community. They shall provide welcome, supervision and control of people arriving.

This cluster of spaces has an administrative reception or office with a clear view of people arriving externally, in the lobby, and gathering areas. The entrance lobby can provide a secure entry control system.

It contains staff workspaces or meeting rooms for pastoral care, confidential discussions, supervision and team meetings.

There are toilets, separate from pupil facilities, which can be used by staff and visitors.

Adjacencies

- Clusters are connected to areas frequently used by parents and the community (e.g., reception, administration, and halls).

3.5.2 Main entrance

Entrance cluster: Compact

|	
Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	All

Purpose

To provide entrance accommodation suitable for a small school and other smaller settings.

The cluster provides a clear entry point, natural surveillance of pupils/students, staff and visitors arrival, a waiting space for visitors, and an interview room.

The administrative offices provide a workspace for staff and deliver passive supervision of sick bays/sick rooms.

The cluster includes a head teacher's office.

1 Store
2 Toilet
3 Head's office
4 Corridor (1.4m)
5 Store
6 Accessible toilet
7 Sick bay
8 Interview room
9 Reception
10 Entrance lobby
11 Hygiene room
12 Pupil and visitor reception
13 Admin office

ADM0009

Adjacencies

- The wall between the corridor and reception can be omitted according to safeguarding arrangements.
- The door between the interview room and the reception/sick bay can be provided if required.
  Note: The inclusion of the accessible toilet and relationship with extending grid to head teacher area.
- A sick bay is provided off the reception waiting area and is supervisable from the administrative general office.
- There is a toilet which is adjacent to the sick bay.
- The administrative general office has sight lines to arriving visitors, and a door directly to the waiting area.

Entrance cluster: Extra-small

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	All

Purpose

To provide entrance accommodation suitable for a Primary school and other smaller settings.

The cluster provides a clear entry point, natural surveillance of pupils/students, staff and visitors arrival, a waiting space for visitors, and an interview room.

The administrative offices provide a workspace for staff and deliver passive supervision of sick bays/sick rooms.

The cluster includes a head teacher's office.

1	Toilet	8	Store
2	Store	9	Visitor reception
3	Head's office	10	Entrance lobby
4	Corridor (1.65m)	11	Reception
5	Sick bay	12	Interview room
6	Pupil reception	13	Reprographics
7	Admin office	14	Accessible toilet

ADM0001

Adjacencies

- The wall between the corridor and reception can be omitted according to safeguarding arrangements.
- The door between the interview room and the reception can be omitted and replaced with a wall.
  Note: The inclusion of the accessible toilet and relationship with extending grid to reception.
- A sick bay/sick room is adjacent to the administrative general office for first aid and student welfare.
- There is a toilet which is adjacent to the sick bay/sick room.
- The administrative general office has sight lines to people seated in the sick bay/sick room and to arriving visitors.
- Pupils and students have access to the administrative general office without compromising safeguarding.
- There is an office for administrative staff which can connect to other offices.

Entrance cluster: Small

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	All

Purpose

To provide entrance accommodation suitable for a Primary school and other smaller settings.

The cluster provides a clear entry point, natural surveillance of pupils/students, staff and visitors arrival, a waiting space for visitors, and an interview room.

The administrative offices provide a workspace for staff and deliver passive supervision of sick bays/sick rooms.

The cluster includes a head teacher's office.

The reprographics space can be repurposed as a staff space or store.
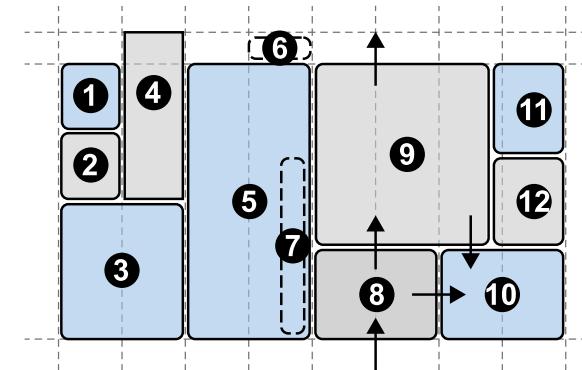
1	Sick room	7	Visitor reception
2	Toilet	8	Entrance lobby
3	Reprographics	9	Reception
4	Corridor (1.65m)	10	Interview room
5	Admin office	11	Reprographics
6	Pupil reception	12	Accessible toilet

ADM0007

Adjacencies

- The wall between the corridor and reception can be omitted according to safeguarding arrangements.
- The door between the interview room and the reception can be omitted and replaced with a wall.
  Note: The inclusion of the accessible toilet and relationship with extending grid to reception.
- A sick bay/sick room is close to the administrative general office for first aid and student welfare.
- There is a toilet which is adjacent to the sick bay/sick room.
- The administrative general office has sight lines to people seated in the sick bay/sick room and to arriving visitors.
- Pupils and students have access to the administrative general office without compromising safeguarding.
- There is an office for administrative staff which can connect to other offices.

Entrance cluster: Medium

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	All

Purpose

To provide entrance accommodation suitable for a Secondary school and other settings.

The cluster provides a clear entry point, natural surveillance of the main school approach, a waiting space for visitors, and an interview room.

The administrative offices provide a workspace for staff and deliver passive supervision of sick bays/sick rooms.

The cluster includes a reprographics room.

❶ Sick room		❼ Visitor reception	
❷ Toilet		❽ Entrance lobby	
❸ Reprographics		❾ Reception	
❹ Corridor (1.65m)		❿ Interview room	
❺ Admin office		⓫ Reprographics	
❻ Pupil reception		⓬ Accessible toilet	

ADM0002

Adjacencies

- The wall between the corridor and reception can be omitted according to safeguarding arrangements.
- The door between the interview room and the reception can be omitted and replaced with a wall.
  Note: The inclusion of the accessible toilet and relationship with extending grid to reception.
- Pupils and students have access to the administrative general office without compromising safeguarding.
- A sick bay/sick room is located close to the administrative general office for first aid and student welfare.
- The administrative general office has sight lines to people seated in the sick bay/sick room and to arriving visitors.
- There is a toilet which is adjacent to the sick bay/sick room, which can be exchanged for a store if sufficient appropriate toilets are located nearby.

Entrance cluster: Large

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	All

Purpose

To provide entrance accommodation suitable for large Secondary schools and other settings.

The cluster provides a clear entry point, natural surveillance of the main school approach, a waiting space for visitors, and an interview room.

The administrative offices provide a workspace for staff and deliver passive supervision of sick bays/sick rooms.
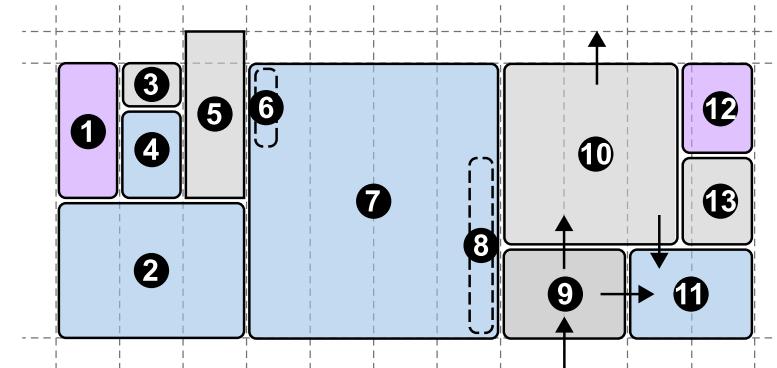
1 Store		**8** Visitor reception
2 Reprographics		**9** Entrance lobby
3 Toilet		**10** Reception
4 Sick room		**11** Interview room
5 Corridor (1.65m)		**12** Store
6 Pupil reception		**13** Accessible toilet
7 Admin office		

ADM0003

Adjacencies

- The wall between the corridor and reception can be omitted according to safeguarding arrangements.
- The door between the interview room and the reception can be omitted and replaced with a wall.
  Note: The inclusion of the accessible toilet and relationship with extending grid to reception.
- The head teacher's office and PA's office cluster should be located adjacent to this cluster.
- Pupils and students have access to the administrative general office without compromising safeguarding.
- A sick bay/sick room is located close to the administrative general office for first aid and student welfare.
- There is a toilet which is adjacent to the sick bay/sick room.
- The administrative general office has sight lines to people seated in the sick bay/sick room and to arriving visitors.
- The cluster includes a large reprographics room.

3.5.3 Pupil entrance

Pupil entrance cluster: Small Type 1

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required
Link	Corridor, external
Age	KS3, KS4, Post 16, FE

Purpose

To provide an entrance for pupils/students where their arrival can be observed.

Adjacencies

- The staff workroom can be flexibly replaced with an office, where it is swapped with the parents' room to provide the office with a window.
- Office should be located to enable a reception desks or reception hatches can be fitted to the lobby for pastoral support.
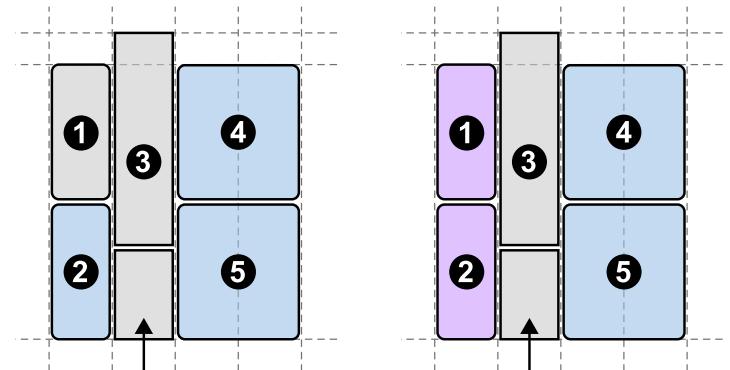
ADM0004

1. Toilet
2. Laundry (Subject to Project Brief)
3. Corridor (1.65m)
4. Staff workroom
5. Parent room

ADM0008
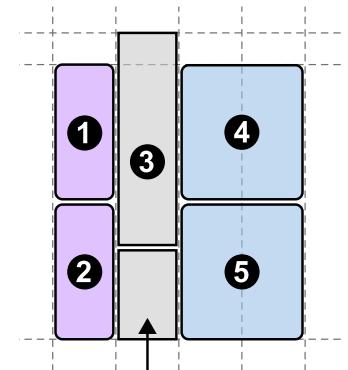
1. Store
2. Store
3. Corridor (1.65m)
4. Staff workroom
5. Staff office

Pupil entrance cluster: Small Type 2

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required
Link	Corridor, external
Age	KS3, KS4, Post 16, FE

Purpose

To provide an entrance for pupils/students where their arrival can be observed.

Adjacencies

- The large group room can be flexibly replaced with a medium staff workroom or subdivided to form small group rooms or offices.
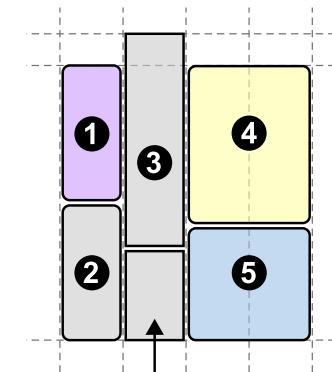
1. Store
2. Toilet
3. Corridor (1.65m)
4. Large group room
5. Staff office

ADM0005

PE/Sport and community cluster

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required
Link	Corridor, external
Age	KS3, KS4, Post 16, FE

Purpose

To provide an entrance for pupils/students where their arrival can be observed to blocks especially PE/sport.

Adjacencies

- Reception desks or reception position should enable hatches to be fitted to the lobby to support community use.
- Ancillary corridor width should be determined by occupancy needs.
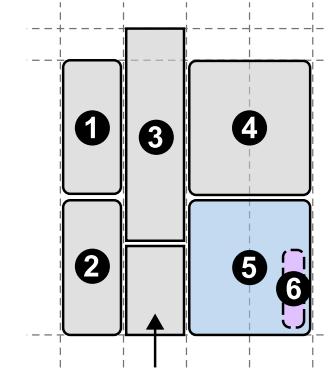
1. Individual changing
2. Individual changing
3. Corridor (1.65m)
4. Changing / Hygiene room
5. Staff office (PE)
6. Store

ADM0006

3.6 Nursery (NUR)

3.6.1 General requirements

Summary

Purpose

These spaces are to support learning through play. The main area should enable a range of layout options to deliver age-appropriate activities.

The entrance and space for coats and bags can provide external access for parents and/or carers to drop off and collect children without needing to access secured areas.

A kitchenette will be located within the nursery playroom for the preparation of drinks and snacks by staff.

A nursery staff workroom and staff/accessible toilet will be located with the nursery playroom in separate enclosed rooms.

Storage will be accessible from the main space for play equipment.

Pupil toilets are directly accessible from the main playroom allowing easy access and passive supervision.

Adjacencies

- Provide direct access from the play space to a dedicated, covered outdoor area.
- Where a nursery is part of a school, the hygiene room is located such that it is easily accessible by the nursery.
- Where nursery provision is stand-alone, a hygiene room will be directly accessible from the main nursery playroom and include nappy changing provision.
- Toilets are directly off the nursery playroom and easily accessible from the playground, but without a line of sight into the space.
- A small group room will be located directly off the main space.

3.6.2 Nursery: 3-4 years

Nursery cluster: Compact

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor, room to room, external
Age	EY

Purpose

A compact sized nursery playroom to support play-based learning.

The staff workroom and small group room can be swapped with one another.
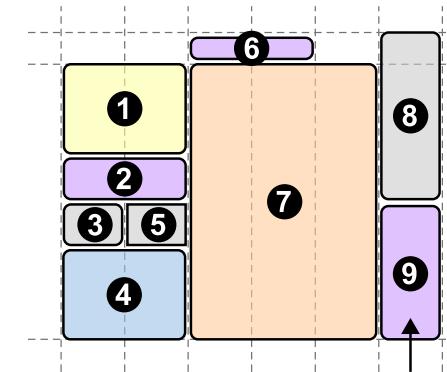
1. Small group room
2. Store
3. Staff toilet
4. Staff workroom
5. Circulation
6. Store
7. Nursery playroom
8. Nursery toilets
9. Entrance and cloaks

NUR0003

Nursery cluster: Small

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor, room to room, external
Age	EY

Purpose

A small sized nursery playroom to support play-based learning.

The staff workroom and small group room can be swapped with one another.

The space for nursery toilets can be expanded into the service spine where additional area is required for nappy change.

❶	Small group room	❻	Kitchenette
❷	Store	❼	Nursery toilets
❸	Entrance and cloaks	❽	Circulation
❹	Store	❾	Staff workroom
❺	Nursery playroom	❿	Staff toilet

NUR0001
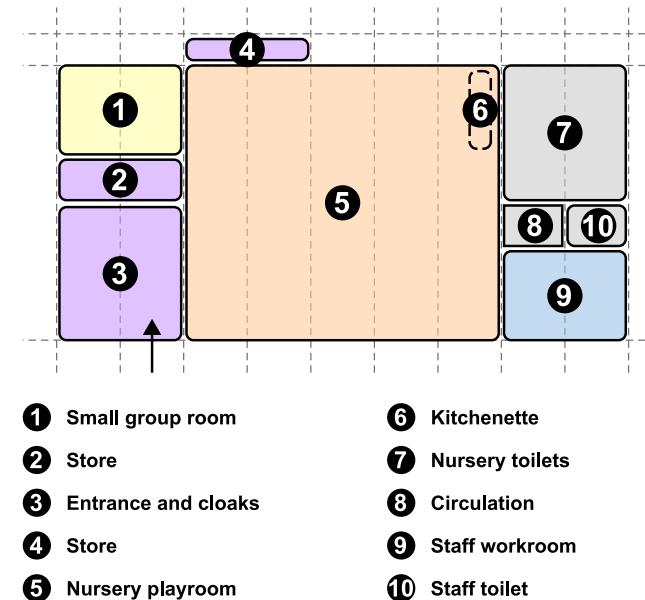
Nursery cluster: Medium

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor, room to room, external
Age	EY

Purpose

A medium sized nursery playroom to support play-based learning.

The space for nursery toilets can be expanded into the service spine where additional area is required for nappy change.

Note: The small group room does not meet the extending grid as set out in the SEND support chapter.
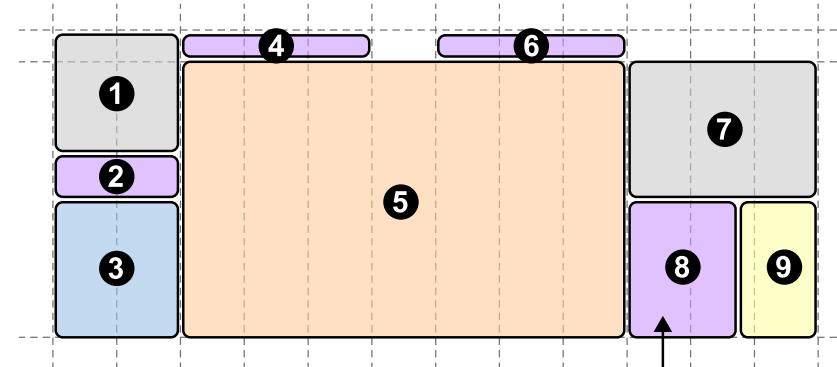
1. Hygiene room
2. Store
3. Staff workroom
4. Store
5. Nursery playroom
6. Store
7. Nursery toilets
8. Entrance and cloaks
9. Small group room

NUR0004

Nursery cluster: Large

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor, room to room, external
Age	EY

Purpose

A large sized nursery playroom to support play-based learning.

The space for nursery toilets can be expanded into the service spine where additional area is required for nappy change.

Note: The small group room does not meet the extending grid as set out in the SEND support chapter.
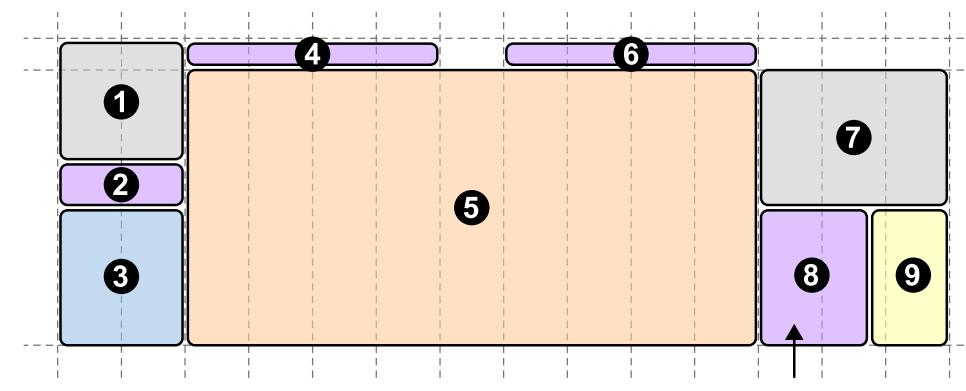
1 Hygiene room
2 Store
3 Staff workroom
4 Store
5 Nursery playroom
6 Store
7 Nursery toilets
8 Entrance and cloaks
9 Small group room

NUR0002

Adjacencies

- The nursery playroom can have a movable partition down the centre to allow it to operate as two separate spaces.

3.7 Primary classrooms (PRI)

3.7.1 General requirements

Summary

Purpose

To provide practical learning and teaching spaces that support a range of learning activities and pupil's health and wellbeing.

Adjacencies

- Storage for teaching resources located directly off classroom.
- Practical learning spaces located close to classrooms.
- Where early years and KS1 classrooms, the personal care facilities shall be accessed directly from the classroom and easily accessible from the playground.
- Direct access to early years outdoor learning and play space for reception pupils.
- Classrooms directly linked to main circulation.

3.7.2 Reception classrooms

1 FE Reception cluster

| Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	EY

Purpose

A teaching and learning space to support the development of communication and language, physical development and early learning goals.

Adjacencies

- Co-located with the nursery if provided as part of Early Years Foundation Stage (EYFS).
- Minimise distance to appropriate entrances and halls for ease of access for the youngest pupils.
- Cloakroom used as draught lobby to minimise heat loss and promote independent access to outside.
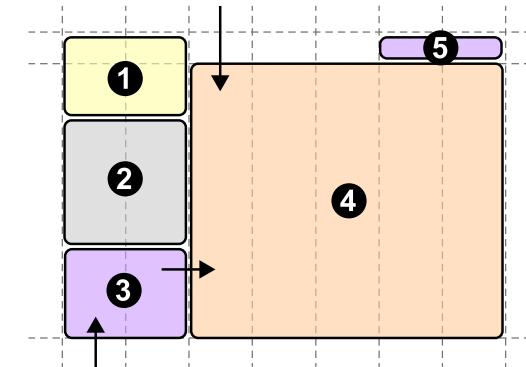
1	Small group room	5	Store
2	Early years toilets		
3	Cloakroom		
4	Reception classroom		

PRI0009

- Group room located nearby.
- The hygiene room is located nearby.

2 FE Reception cluster

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	EY

Purpose

Teaching and learning spaces to support the development of communication and language, physical development and early learning goals.

Adjacencies

- Co-located with the nursery if provided as part of Early Years Foundation Stage (EYFS).
- Minimise distance to appropriate entrances and halls for ease of access for the youngest pupils.
- Cloakroom used as draught lobby to minimise heat loss and promote independent access to outside.
- Group room located nearby.
- The hygiene room is located nearby.

1 Reception classroom   5 Cloakroom
2 Store   6 Store
3 Early years toilets   7 Reception classroom
4 Early years toilets
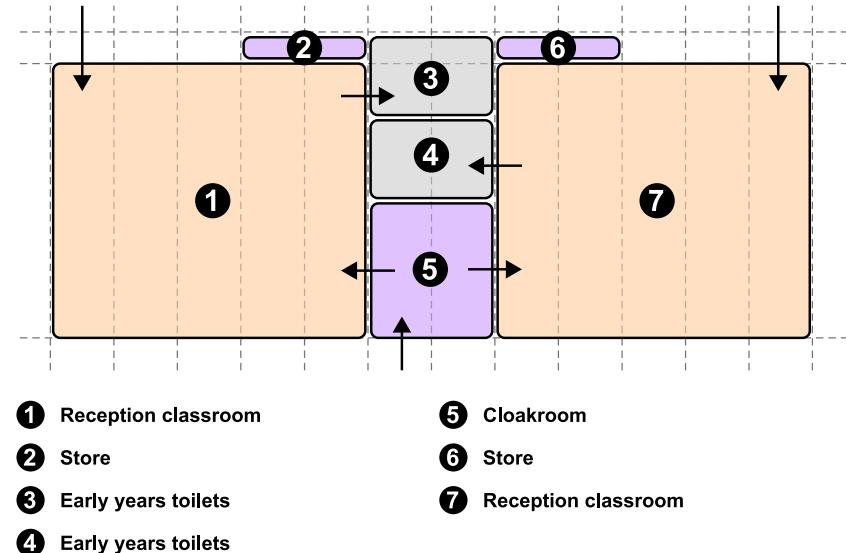
PRI0001

3.7.3 Primary classrooms

1 FE Infant cluster

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, external Classroom to classroom (where required)
Age	KS1

Purpose

Teaching and learning spaces to support the development of communication and language, and physical development in individual, group or whole class activity. This space also supports pupils in personal, social and emotional development.

This cluster arrangement can support two class group teaching.

This cluster can be used in half-format when spatially required.
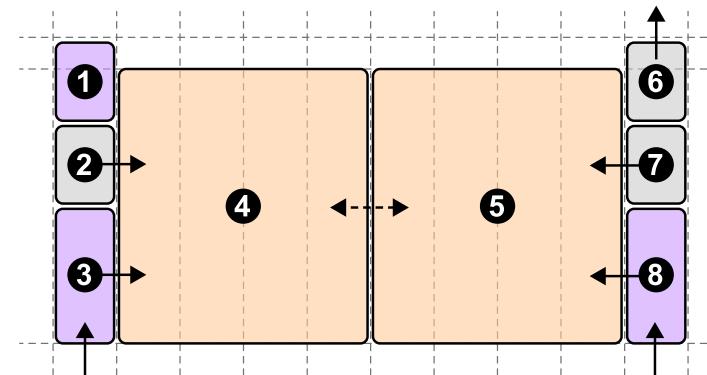
1	Store	**5**	Classroom
2	Infant toilet	**6**	Toilet
3	Cloakroom	**7**	Infant toilet
4	Classroom	**8**	Cloakroom

PRI0004

Adjacencies

- Cloakroom used as draught lobby and access to pupil toilets.
- Close to practical learning spaces.
- Where required a group room is located nearby.
- The hygiene room is located nearby.
- Further pupil toilet accessed from the corridor for use by both classrooms. Where direct supervision of toilets from classrooms is required, the small storage located off the classroom can be reallocated as an additional pupil toilet, thereby providing two toilets dedicated to each room.
- Adjacent classrooms can be connected with a glazed screen or through doors.

2 FE Infant cluster

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	KS1

Purpose

Teaching and learning spaces to support the development of communication and language, and physical development in individual, group or whole class activity. This space also supports pupils in personal, social and emotional development.

Adjacencies

- Cloakroom used as draught lobby and access to pupil toilets.
- Close to practical learning spaces.
- Where required a group room is located nearby.
- The hygiene room is located nearby.
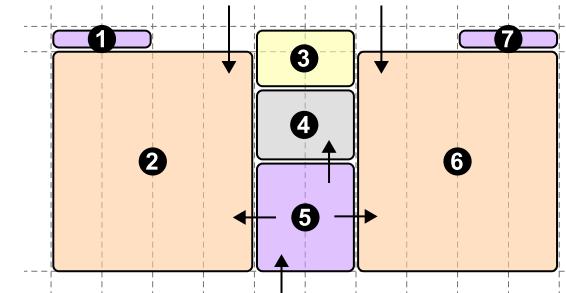
1 Store
2 Classroom
3 Small group room
4 Infant toilets
5 Cloakroom
6 Classroom
7 Store
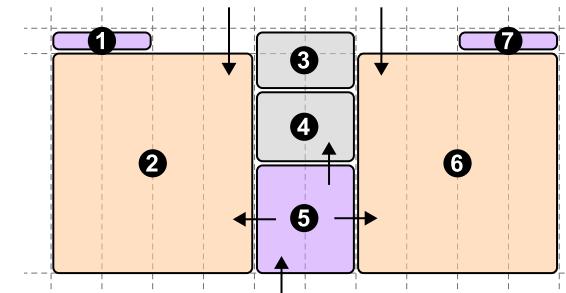
PRI0002

1 Store
2 Classroom
3 Staff toilet
4 Infant toilets
5 Cloakroom
6 Classroom
7 Store

PRI0003

Primary classroom: Small

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor
Age	KS1, KS2

Purpose

A teaching and learning space to support the development of communication and language, and physical development in individual, group or whole class activity. This space also supports pupils in personal, social and emotional development.

Coat and bag storage shall be located in the service spine.

Adjacencies

- Storage adjacent to or directly off the classroom.
- Where required a group room is located nearby.
- Close to practical learning spaces.
- The hygiene room is located nearby.

1 Classroom
2 Store

PRI0011

Primary classroom: Medium

Grid	General
Type	Enclosed, semi-enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	KS1, KS2

Purpose

A teaching and learning space to support the development of communication and language, and physical development in individual, group or whole class activity. This space also supports pupils in personal, social and emotional development.

Coat and bag storage shall be located in the service spine.

Adjacencies

- Storage adjacent to or directly off the classroom.
- Where required a group room is located nearby.
- Close to practical learning spaces.
- The hygiene room is located nearby.

1. Classroom
2. Store

PRI0005

Primary classroom: Large

Grid	General
Type	Enclosed, semi-enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	KS1, KS2

Purpose

A teaching and learning space to support the development of communication and language, and physical development in individual, group or whole class activity. This space also supports pupils in personal, social and emotional development.

Coat and bag storage shall be located in the service spine.

Adjacencies

- Storage adjacent to or directly off the classroom.
- Where required a group room is located nearby.
- Close to practical learning spaces.
- The hygiene room is located nearby.

1 Classroom

2 Store

PRI0012

3.7.4 Practical classrooms

Practical classroom: Small

Grid	General
Type	Enclosed, semi-enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	KS1

Purpose

A small sized classroom designed for specialist practical activity or multi-use studio, to support a range of practical activities e.g., food, art, design, science.

Adjacencies

- Storage.
- Infant classrooms.
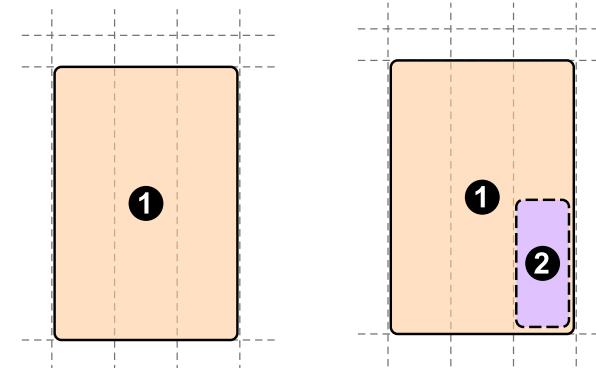
❶ Practical classroom

❶ Practical classroom
❷ Store

PRI0006   **PRI0010**

Practical classroom: Medium

Grid	General
Type	Enclosed, semi-enclosed
Flexible	No
Window	Required
Link	Corridor
Age	KS1, KS2

Purpose

A medium sized classroom designed for specialist practical activity or multi-use studio, to support a range of practical activities e.g., food, art, design, science.

Adjacencies

- Storage.
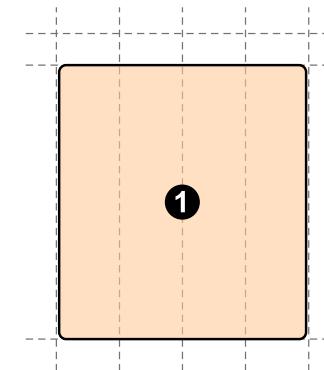
① Practical classroom

PRI0007

Practical classroom: Large

Grid	General
Type	Enclosed, semi-enclosed
Flexible	No
Window	Required
Link	Corridor
Age	KS2

Purpose

A large sized classroom designed for specialist practical activity or multi-use studio, to support a range of practical activities e.g., food, art, design, science.

Adjacencies

- Storage.
- Classrooms.
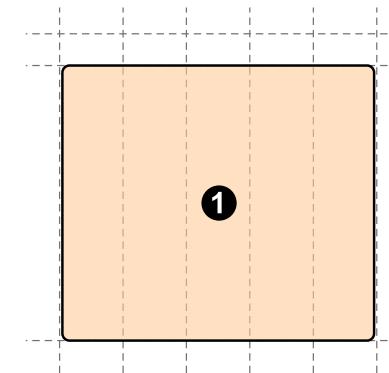
1 Practical classroom

PRI0008

3.8 Secondary / FE classrooms (SEC)

3.8.1 General requirements

Summary

Purpose

The Secondary/FE classrooms support a range of general teaching activities that do not require specialist equipment.

These spaces are expected to perform flexibly for teaching a range of subjects in the same space.

These spaces provide a year form and registration base.

Secondary/FE classrooms are combined along with specialist practical spaces to form curriculum suites.

Adjacencies

- Where these spaces are part of a suite for curriculum need they are located close to general teaching stores, staff workrooms and offices.
- Where pupil lockers for coats and bags are provided these are located in service spines in corridors.

3.8.2 Secondary / FE classrooms

Classroom: Medium

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required
Link	Corridor, room to room
Age	KS3, KS4, Post 16, FE

Purpose

This medium sized classroom is a standard space for general teaching and learning for typical class/group sizes.

Flexible teaching space to be used for a variety of subjects.
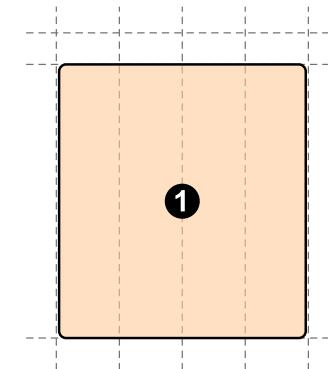
1 Classroom

SEC0001

Classroom: Large

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required
Link	Corridor, room to room
Age	KS3, KS4, Post 16, FE

Purpose

A large sized space for general teaching and learning for typical class/group sizes and for more extensive activities.

Flexible teaching space to be used for a variety of subjects.

Where used for ICT, this space can also sit on the Small hall grid in line with 2.3.1 Grids.
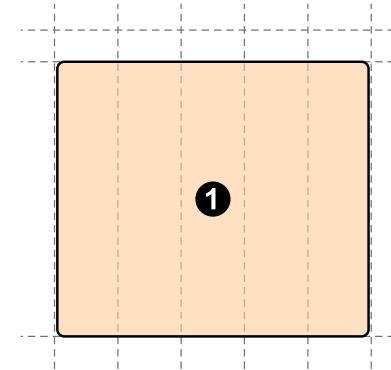
1 Classroom

SEC0002

3.8.3 General teaching stores

Grid	General
Type	Enclosed
Flexible	Yes
Window	Not required
Link	Corridor, room to room
Age	All

Purpose

Rooms for general teaching storage.

Adjacencies

- General teaching stores are located close to teaching spaces.
- Stores are accessed from classrooms but can be accessed directly from circulation if required.
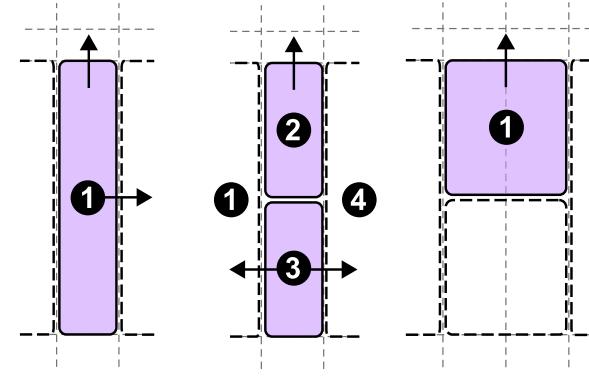
1 Store

1 Classroom   **1** Store

2 Store

3 Store

4 Classroom

SEC0003   **SEC0004**   **SEC0005**

3.9
Sixth form (SIX)

3.9.1 General requirements

Summary

Purpose

These are spaces dedicated to Post 16 (sixth form) study and social use, supporting academic, social, and personal development and preparation for higher education, apprenticeships or employment.

These spaces are designed to provide a more mature, independent learning environment and areas for quiet study e.g., for research, coursework and exam preparation.

These spaces can also sit on the Small hall and Medium hall grids, where required and geometrically practical, in line with 2.3.1 Grids.

Adjacencies

- Sixth form social and study spaces can be co-located with seminar rooms, a satellite library and staff offices to create a sixth form hub.
- Sixth form social spaces can be located close to dedicated sixth form toilets.

- Sixth form study spaces can be integrated with the main library to form a single space but zoned to identify Post 16 work areas.

3.9.2 Social

Social space: Small

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required
Link	Corridor, room to room
Age	Post 16

Purpose

A small sized space for socialising, discussion and informal study. This sixth form social space is used for preparing and eating cold food and hot drinks and using vending facilities.
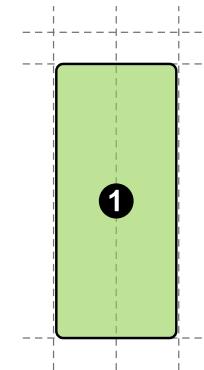
1 Sixth form social

SIX0001

Social space: Medium

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required
Link	Corridor, room to room
Age	Post 16

Purpose

A medium sized space for socialising, discussion and informal study. The space includes space for preparing and eating cold food and hot drinks, using vending facilities or a satellite servery.
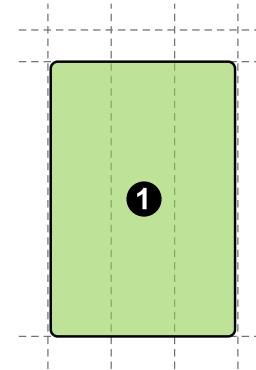
1 Sixth form social

SIX0002

Social space: Large

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required
Link	Corridor, room to room
Age	Post 16

Purpose

A large sized space for socialising, discussion and informal study. The space includes space for preparing and eating cold food and hot drinks, using vending facilities or a satellite servery.
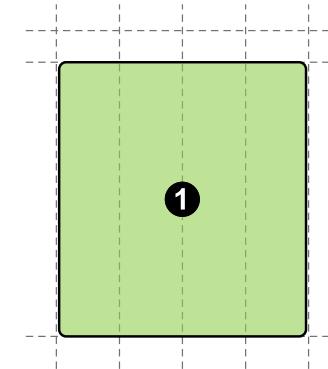
1 Sixth form social

SIX0003

Social space: Extra-large

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required
Link	Corridor, room to room
Age	Post 16

Purpose

An extra-large sized space for socialising, discussion and informal study. The space includes space for preparing and eating cold food and hot drinks, using vending facilities or a satellite servery.
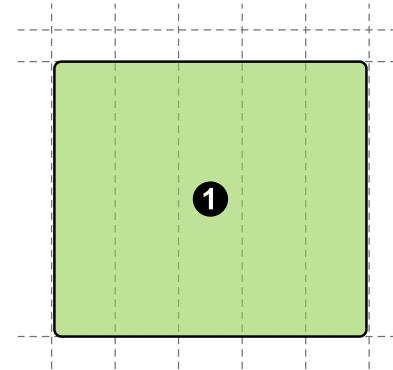
① Sixth form social

SIX0004

3.9.3 Study rooms

Study room: Extra-small

Grid	General
Type	Enclosed, semi enclosed
Flexible	Yes
Window	Required
Link	Corridor, room to room
Age	Post 16

Purpose

An extra-small sized study space to support independent Post 16 learning.

Adjacencies

- Can be located near the main school library.
- Can be open plan with related satellite library, ICT rooms and other spaces to make a hub.
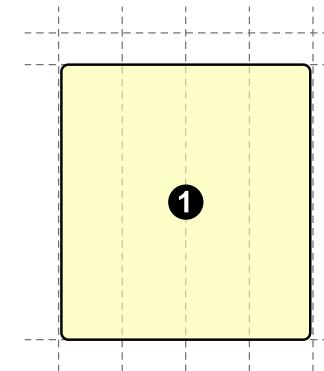
1   Sixth form study

SIX0005

Study room: Small

Grid	General
Type	Enclosed, semi enclosed
Flexible	Yes
Window	Required
Link	Corridor, room to room
Age	Post 16

Purpose

A small sized study space to support independent Post 16 learning.

Adjacencies

- Can be located near the main school library.
- Can be open plan with related satellite library, ICT rooms and other spaces to make a hub.
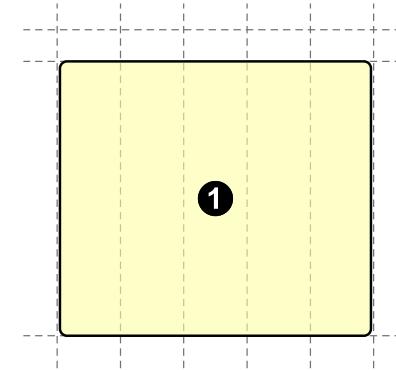
① Sixth form study

SIX0006

Study room: Medium

Grid	General
Type	Enclosed, semi enclosed
Flexible	Yes
Window	Required
Link	Corridor, room to room
Age	Post 16

Purpose

A medium sized study space to support independent Post 16 learning.

Adjacencies

- Can be located near the main school library.
- Can be open plan with related satellite library, ICT rooms and other spaces to make a hub.
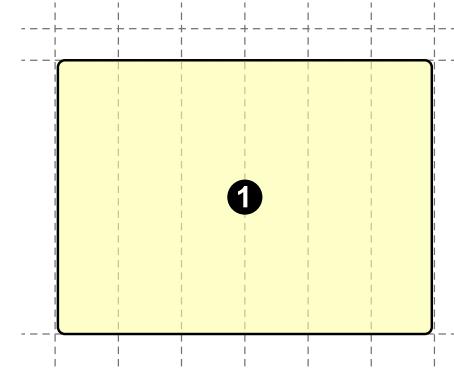
1 Sixth form study

SIX0007

Study room: Large

Grid	General
Type	Enclosed, semi enclosed
Flexible	Yes
Window	Required
Link	Corridor, room to room
Age	Post 16

Purpose

A large sized study space to support independent Post 16 learning.

Adjacencies

- Can be located near the main school library.
- Can be open plan with related satellite library, ICT rooms and other spaces to make a hub.
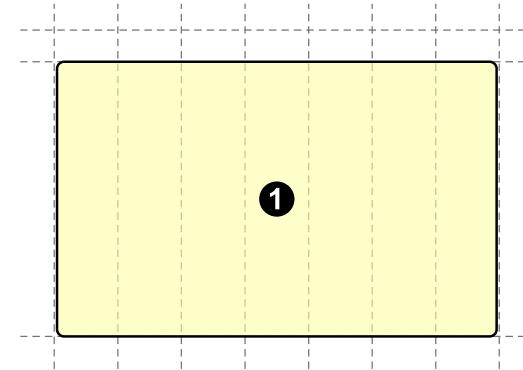
1 Sixth form study

SIX0008

Study room: Extra-large

Grid	General
Type	Enclosed, semi enclosed
Flexible	Yes
Window	Required
Link	Corridor, room to room
Age	Post 16

Purpose

An extra-large sized study space to support independent Post 16 learning.

Adjacencies

- Can be located near the main school library.
- Can be open plan with related satellite library, ICT rooms and other spaces to make a hub.
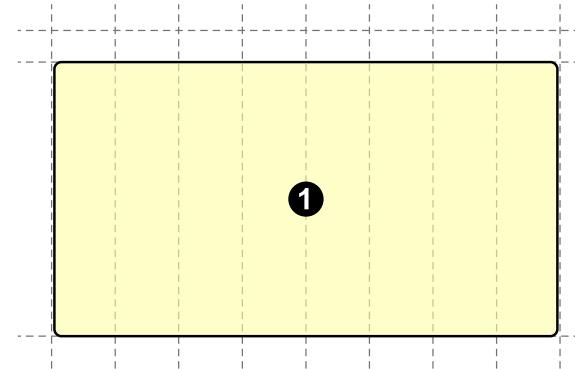
① Sixth form study

SIX0009

3.9.4 Seminar room

Grid	General
Type	Enclosed, semi enclosed
Flexible	Yes
Window	Required
Link	Corridor, room to room
Age	Post 16

Purpose

A classroom for discussion-based teaching and learning for small groups.

Adjacencies

- Suites of classrooms.
- Can be co-located with a satellite library, ICT rooms and other spaces to make a sixth form hub.
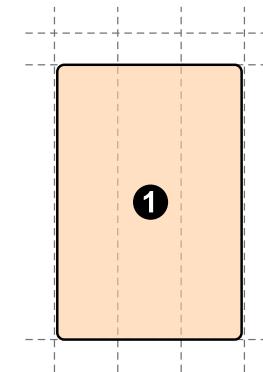
1 Seminar room

SIX0010

3.10 Special education needs classrooms (SEN)

3.10.1 General requirements

Summary

Purpose

Classrooms that enable a range of learning activities and accommodate different needs including mobility equipment and calming space.

Classrooms should promote physical, mental and emotional good health and wellbeing through inclusion and accessibility.

A minimum of two corners shall be prioritised for activities without affecting any through routes.

Where rooms have multiple doors, these are located to minimise impact of circulation on usable space.

A classroom cluster includes a group room/restorative room, space for mobility equipment and resources storage.

Adjacencies

- Co-locate classrooms as suites for each key stage, education phase, education stage, or pupil needs grouping, as appropriate to the school.
- Spaces to be arranged to avoid cross-over between different key stages or non-compatible need types.
- Direct access to outside from each classroom on ground floor.
- Personal storage.

3.10.2 General: Ambulant

Reception classroom cluster

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor, external
Age	EY

Purpose

A general teaching and learning cluster for groups of 4 to 8 pupils supported by 2 to 4 teaching and specialist staff, provided within a cluster of support spaces.
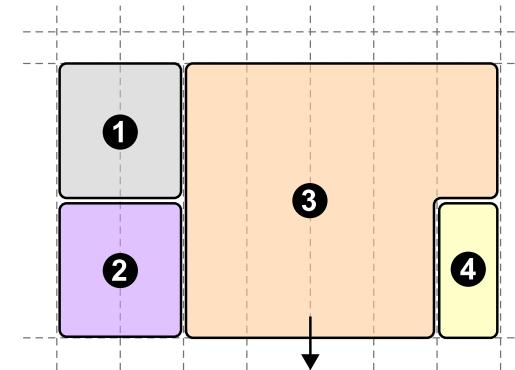
1. Early years toilets
2. Cloakroom
3. Reception classroom
4. Small group room

SEN0001

Adjacencies

- Co-located with the nursery if provided as part of Early Years Foundation Stage (EYFS).
- Minimise distance to appropriate entrances and halls for ease of access for the youngest pupils.
- Cloakroom used as draught lobby to minimise heat loss and promote independent access to outside.
- Direct access to a covered outdoor area.

Primary and Secondary cluster

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor, room to room, external
Age	KS1, KS2, KS3, KS4

Purpose

A general teaching and learning cluster for groups of 4 to 8 pupils supported by 2 to 4 teaching and specialist staff. The space should facilitate pupil self-regulation and personal storage.

This space can also be used as part of a cluster to provide a teaching space to support additional needs.

Adjacencies

- Pupil toilets.
- Small group rooms.
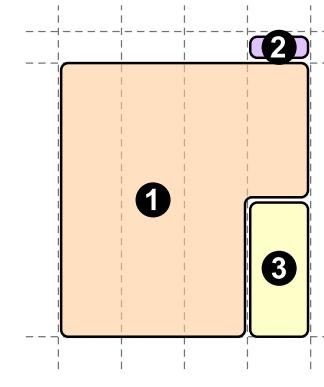
1 Classroom
2 Store
3 Small group room

SEN0002

3.10.3 Practical: Ambulant

Primary and Secondary practical: Small

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor, external
Age	KS1, KS2, KS3, KS4, Post 16

Purpose

A teaching and learning space for practical teaching in groups of 4 pupils supported by 1 to 2 teaching and specialist staff.

This space can be used as a compact practical space in mainstream Primary and Secondary schools.
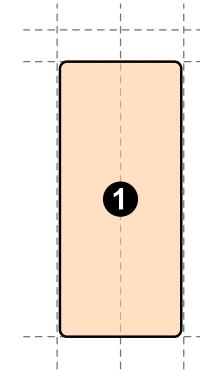
1 Practical classroom

SEN0013

Adjacencies

- Can be located adjacent to the main hall or dining to offer training as community café.
- A group room/quiet room.
- Storage directly accessed from classroom.
- Outdoor access (optional); linking to garden.

D&T food room: Primary and Secondary

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor, external
Age	KS1, KS2, KS3, KS4, Post 16

1 D&T food room

SEN0003

Purpose

A teaching and learning space for food technology in groups of 8 pupils supported by 2 to 4 teaching and specialist staff.

Adjacencies

- Can be located adjacent to the main hall or dining to offer training as community café.
- A group room/quiet room.
- Storage directly accessed from classroom.
- Outdoor access (optional); linking to vegetable garden.
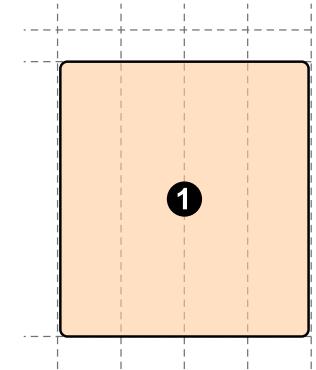
Music: Small

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor, external
Age	KS1, KS2, KS3, KS4, Post 16

Purpose

A small sized music teaching and learning space for groups of 8 pupils supported by 2 to 4 teaching staff.

Adjacencies

- Located away from noise sensitive uses.
- A group room/quiet room.
- Directly connected to a music store.
- Located near music practice rooms.
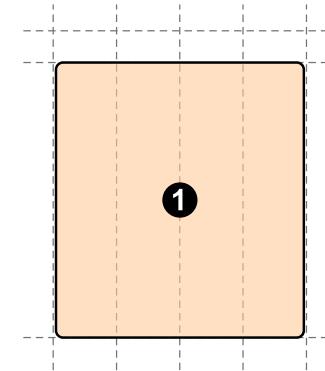
1 Music room

SEN0004

Music: Medium

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor, external
Age	KS1, KS2, KS3, KS4, Post 16

Purpose

A medium sized music teaching and learning space for groups of 8 pupils supported by 2 to 4 teaching staff.

Adjacencies

- Located away from noise sensitive uses.
- A group room/quiet room.
- Directly connected to a music store.
- Located near music practice rooms.
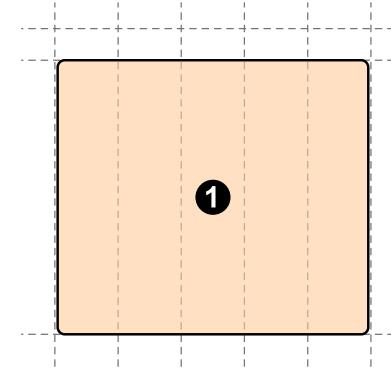
① Music room

SEN0005

D&T studio: Primary and Secondary

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor, external
Age	KS1, KS2, KS3, KS4, Post 16

Purpose

A Design and technology (D&T) teaching and learning space for groups of 8 pupils supported by 2 to 4 teaching staff.

The space will be in a suite of other practical spaces where these are provided.

Adjacencies

- Directly connected to a store, close to a materials delivery entrance.
- A group room/quiet room.
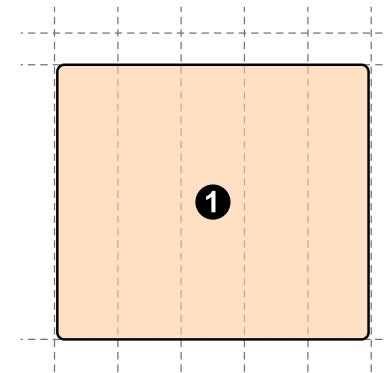
1 D&T studio: Multi-purpose

SEN0006

D&T studio art and design: Secondary

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor, external
Age	KS3, KS4, Post 16

Purpose

An art teaching and learning space for groups of 8 pupils supported by a number of teaching and specialist staff. The space will be in a suite of other practical spaces where these are provided.

Adjacencies

- Direct access to storage.
- A group room/quiet room.
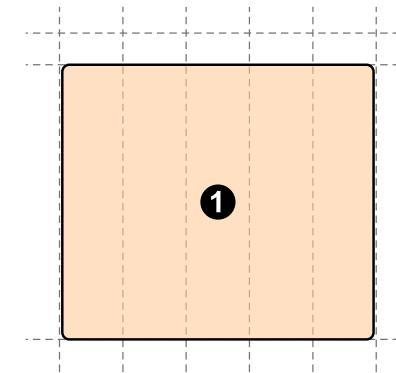
1 D&T studio: Art and design

SEN0007

D&T workshop: Secondary

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor, external
Age	KS3, KS4, Post 16

Purpose

A Design and technology (D&T) teaching and learning space for heavy practical activities for groups of 8 pupils supported by 2 to 4 teaching.

The space will be in a suite of other practical spaces where these are provided.

Adjacencies

- Locate adjacent to the delivery point.
- Direct connection to the D&T prep room.
- Storage located directly off the classroom.
- A group room/quiet room.
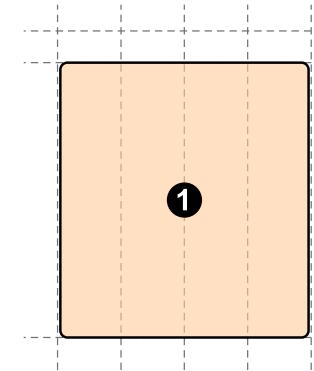
1 D&T workshop

SEN0008

Art: Secondary

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor, room to room, external
Age	KS3, KS4, Post 16

Purpose

An art teaching and learning space for heavy or light practical activities in groups of 8 pupils supported by a number of teaching and specialist staff.

The space will be in a suite of other practical spaces where these are provided.

Adjacencies

- Direct access to an art storage room.
- A group room/quiet room.
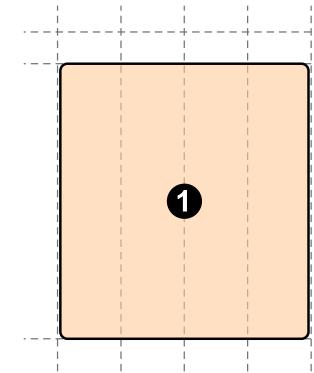
1 Art room

SEN0009

ICT classroom: Secondary

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor
Age	KS3, KS4, Post 16

Purpose

A room for ICT teaching and learning in groups of 8 pupils supported by a teacher.

Adjacencies

- A group room/quiet room.
- Storage accessible from the classroom.
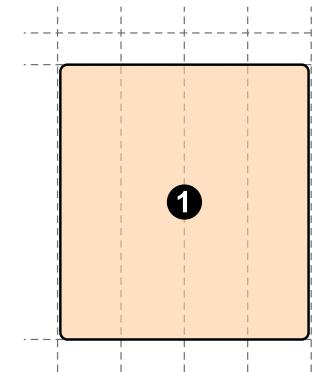
1 ICT classroom

SEN0010

Science laboratory: Secondary

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor, room to room, external
Age	KS3, KS4, Post 16

1 Science laboratory

SEN0011

Purpose

A science laboratory for general teaching and theoretical work, in groups of 8 pupils supported by a number of teaching and specialist staff.

A science laboratory can be used for demonstration by the teacher and 'hands on' experiments and fume cupboard use.

Adjacencies

- Direct access to a prep room.
- Located close to the science storage room.
- A group room/quiet room.
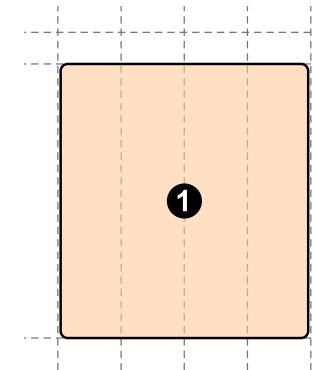
Specialist classroom store cluster: Secondary

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Room to room External (where required)
Age	KS3, KS4, Post 16

Purpose

These are to provide efficient and flexible storage, to support the range of specialist activities.

Adjacencies

- Adjacent to classrooms and specialist practical spaces.

1 Practical room
2 Store
3 Store
4 Practical room

SEN0012

1 Practical room
2 One to one room
3 Store
4 Practical room
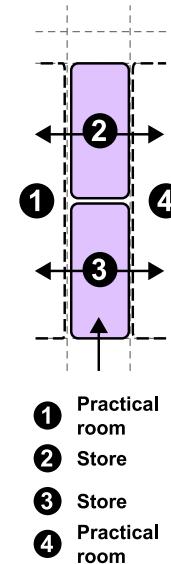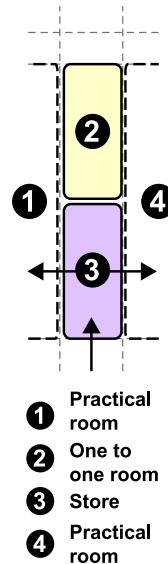
SEN0014

3.11
Design, art and technology (DAT)

3.11.1 General requirements

Summary

Purpose

These spaces support creativity and exploration of a wide range of design subjects and technologies and developing key concepts such as problem solving. They provide for a range of specialist light and heavy practical activities.

Design and Art spaces that are designed for specific activities are to allow for future adaptation for changes to the curriculum.

Adjacencies

- The Design and technology (D&T) rooms and the Art rooms can be adjacent, to benefit from shared use of the preparation rooms, and to support textiles.
- Adjacency to the performance and drama areas may be required to support making of sets and props.
- Design and technology (D&T) spaces are to be located on the ground floor for deliveries.

3.11.2 Design and technology (D&T)

D&T studio: Multi-purpose

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	KS3, KS4, Post 16, FE

Purpose

A teaching and learning space for light practical activities. These spaces shall enable the use of mobile equipment that can be set up for different activities and technologies.

These spaces support exploration of a wide range of materials and technologies and make use of ICT to support digital design.

Adjacencies

- A preparation room and storage.
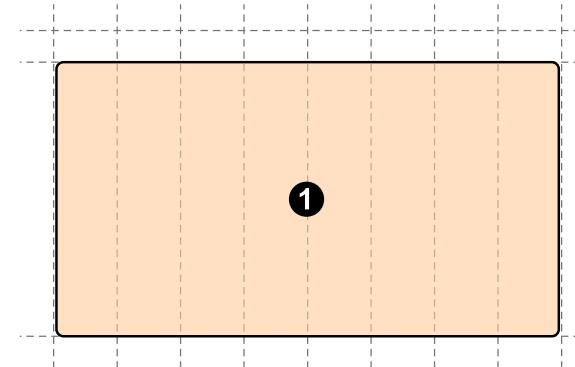
① D&T studio: Multi-purpose

DAT0001

D&T studio: Medium

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	KS3, KS4, Post 16, FE

Purpose

A teaching and learning space for light practical activities.

This is a smaller studio space that supports the making prototypes, using mobile equipment, and can be set up for different activities and technologies.

Adjacencies

- A preparation room and storage.
- Can be located near an ICT room if required.
- Directly connected to a storage room.
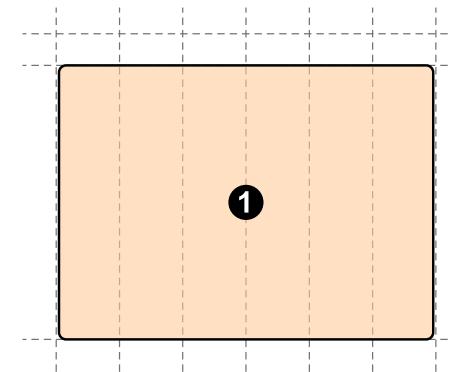
1 D&T studio

DAT0002

D&T studio: Large

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	KS3, KS4, Post 16, FE

Purpose

A teaching and learning space for light practical activities.

This is a larger studio space that supports the making prototypes, using mobile equipment, and can be set up for different activities and technologies.

Adjacencies

- A preparation room and storage.
- Can be located near an ICT room if required.
- Directly connected to a storage room.
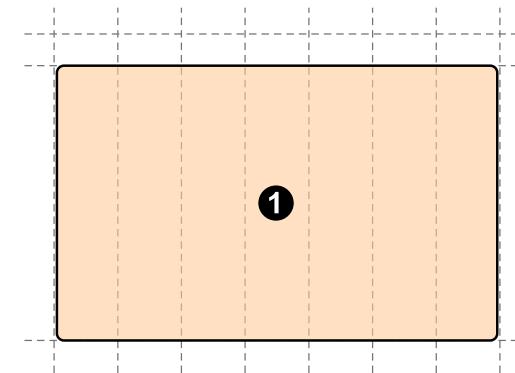
1 D&T studio

DAT0016

D&T workshop

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room, external
Age	KS3, KS4, Post 16, FE

Purpose

A teaching and learning workshop for heavy practical activities. Workshops are for making larger or more complex items, using equipment that cannot be moved in and out of the studios. Workshops can integrate space for ICT to support digital access in parallel with physical making.

Adjacencies

- Located adjacent to the delivery point.
- Can be located near an ICT room if required.
- A preparation room and storage.
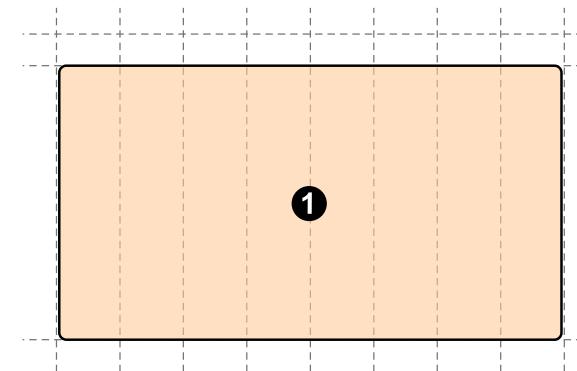
1 D&T workshop

DAT0003

D&T food room

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor External (where required)
Age	KS3, KS4, Post 16, FE

1 D&T food room

DAT0004

Purpose

A teaching and learning space for food and related light practical activities. The room should include an area for teacher led demonstration.

Adjacencies

- Co-locating this with D&T and/or science spaces to form a suite where required.
- Direct access to a preparation room.
- Direct access to a storage room.
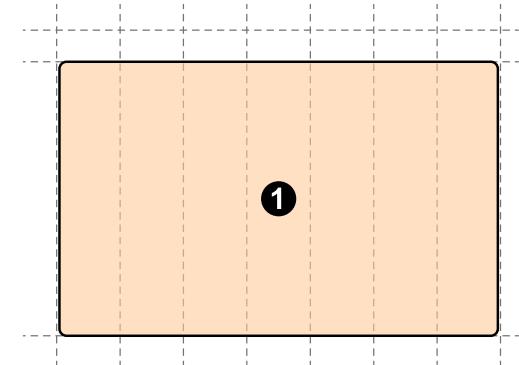
D&T preparation room and store cluster

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Room to room, external Corridor (where required)
Age	Adult

Purpose

This is a multi-use cluster for staff to prepare materials for use by pupils and supports a wide range of Design and technology (D&T) activities.

The store is a separate space accessed from an adjacent teaching room for the storage of pupils' work, materials and equipment.

Adjacencies

- Direct access to D&T workshop.
- Direct access to a multi-purpose studio.
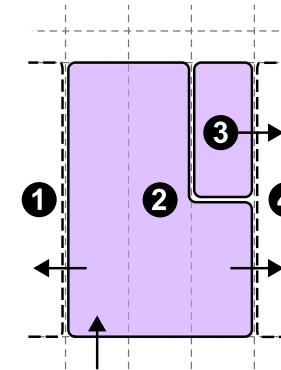
1. D&T workshop
2. D&T preparation room including storage
3. Store
4. D&T studio

DAT0005

D&T store cluster

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Room to room, external Corridor (where required)
Age	KS3, KS4, Post 16, FE, Adult

Purpose

This is a flexible and efficient storage space to support a wide range of Design and technology (D&T) activities. This room will be used for the storage of pupils' work, materials and equipment.

Adjacencies

- Direct access to D&T practical space.
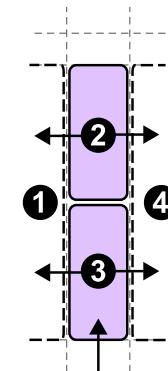
1 Practical room
2 Store
3 Store
4 Practical room

DAT0006

Food store

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Room to room
Age	Adult (staff)

Purpose

This is to provide efficient and flexible food and equipment storage. Pupils' work may also be stored for safekeeping.

Adjacencies

- Direct access to D&T food room.
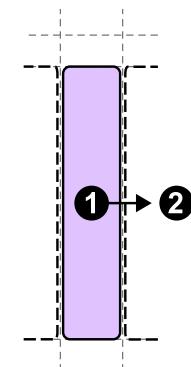
1 Store
2 Food room
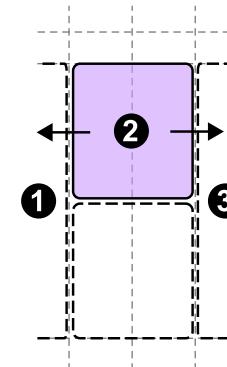
DAT0007

1 Food room
2 Store
3 Food room

DAT0017

3.11.3 Art and design

Art room (3D)

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor
Age	KS3, KS4, Post 16, FE

Purpose

A teaching and learning space for a wide range of 3D art project work, ceramics and textiles, using different materials and at different scales. The room should integrate ICT to support digital access in parallel with physical making.

Adjacencies

- Co-located with the kiln space where provided.
- Direct access to a storage room.
- Can be co-located with the Design and technology (D&T) department to form a suite.
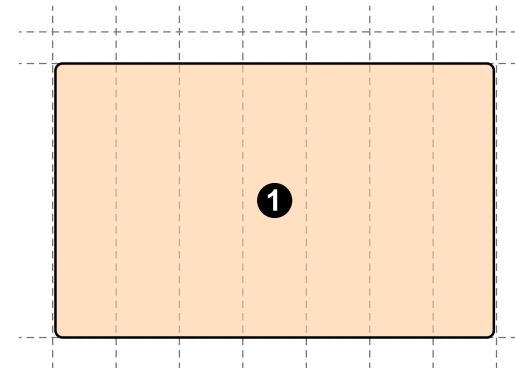
1 Art room (3D)

DAT0008

Art room: Multi-purpose

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room
Age	KS3, KS4, Post 16, FE

Purpose

A teaching and learning space a wide range of 2D art projects and related light practical activities, using different materials and at different scales. The studio should integrate ICT to support digital access in parallel with physical making.

Adjacencies

- Direct access to a storage room.
- Can be co-located with the Design and technology (D&T) department.
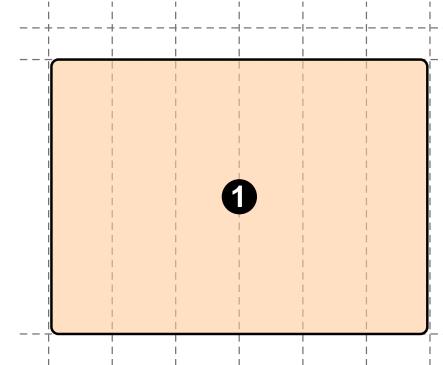
1 Art room: Multi-purpose

DAT0009

Art room: Textiles

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor
Age	KS3, KS4, Post 16, FE

Purpose

A teaching and learning space for textiles and related light practical activities. The space shall support creative and design concept development working with textiles. It should integrate ICT to support digital access in parallel with physical making.

Adjacencies

- Direct access to a storage room.
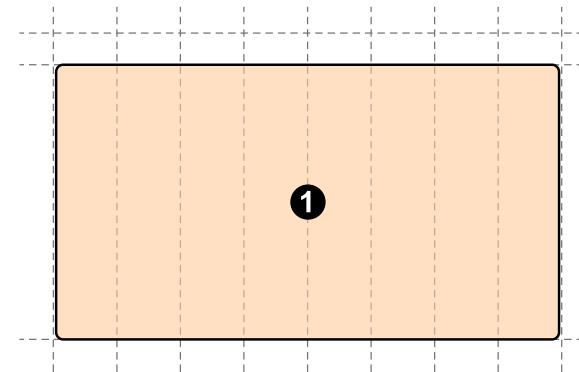
1 Art room: Textiles

DAT0010

Art room: Graphics

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor
Age	KS3, KS4, Post 16, FE

Purpose

A teaching and learning space for graphics and related light practical activities. It should integrate ICT to support digital access in parallel with physical making.

Spaces shall support a wide range of activities.

Adjacencies

- Direct access to a storage room.
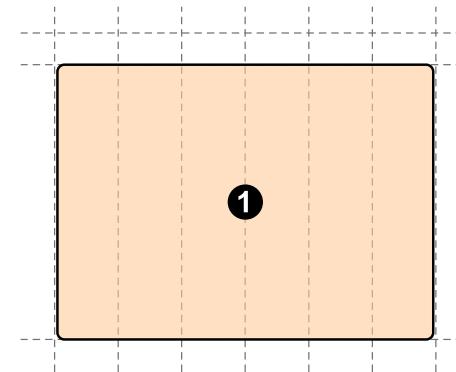
1 Art room: Graphics

DAT0011

Art room: Photography

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor
Age	KS3, KS4, Post 16, FE

Purpose

A teaching and learning space for photography and related light practical activities.

Adjacencies

- Direct access to a dark room.
- Direct access to a chemical store.
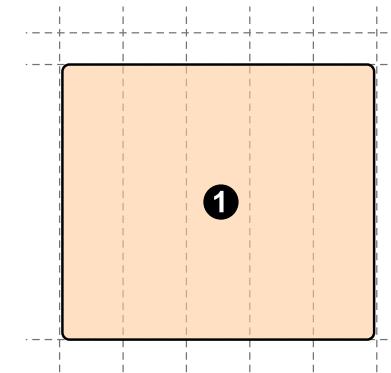
1 Art room: Photography

DAT0012

Kiln and store cluster

Grid	General
Type	Enclosed
Flexible	Yes
Window	Not required
Link	Room to room
Age	Adult (staff)

Purpose

This is to provide the facility for firing ceramics.

Adjacencies

- Direct access to 3D art room or other art studio space.

1 Art room
2 Store
3 Kiln
4 Teaching room
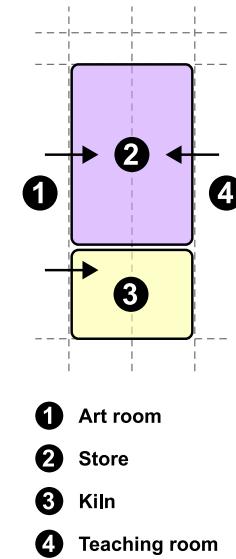
DAT0013

Art stores

Grid	General
Type	Enclosed
Flexible	Yes
Window	Not required
Link	Room to room Corridor (where required)
Age	Adult (staff)

Purpose

This is to provide efficient and flexible storage, to support the wide range of art activities. Pupils' work, materials and equipment will be stored in this space.

Adjacencies

- Direct access to art rooms.
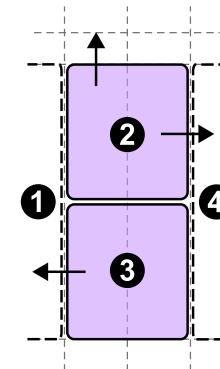
1 Practical room
2 Store
3 Store
4 Practical room
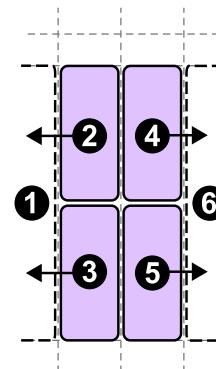
DAT0014

1 Practical room
2 Store
3 Store
4 Store
5 Store
6 Practical room

DAT0015

3.12 Science (SCI)

3.12.1 General requirements

Summary

Purpose

Science rooms provide a learning environment for students and pupils to undertake experiments, practical activities and theoretical work.

The rooms provide space for teaching staff to demonstrate and conduct experiments.

Science rooms provide a space for pupils to develop practical, analytical and problem-solving skills.

Adjacencies

- The science spaces are located close to the science preparation rooms, chemical store and, where applicable, ionised material store.
- Where applicable, the science staff workroom shall be located near to the science teaching spaces.
- All science spaces can be grouped to form a suite.

3.12.2 Science studio

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor
Age	KS3, KS4, Post 16, FE

Purpose

A smaller science room for theoretical work, that can be used for science demonstration by the teacher and simple experiments.

Adjacencies

- Can be directly linked to an adjacent laboratory or science classroom.
- Close to science preparation room.
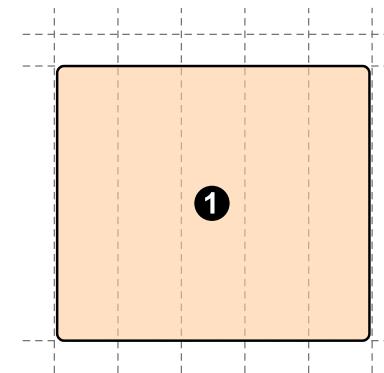
1 Science studio

SCI0001

3.12.3 Science laboratory

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor
Age	KS3, KS4, Post 16, FE

1   Science laboratory

SCI0002

Purpose

A science laboratory for general teaching and theoretical work that can be used for demonstration by the teacher and 'hands on' experiments and fume cupboard use.

Adjacencies

- Can be directly linked to an adjacent laboratory or science classroom.
- Close to science preparation room.

3.12.4 Science laboratory (specialist)

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor
Age	Post 16, FE

Purpose

A science laboratory for general teaching and theoretical work that can be used for demonstration by the teacher and 'hands on' complex experiments and fume cupboard use.

Adjacencies

- Can be directly linked to an adjacent laboratory or science classroom.
- Close to science preparation room.
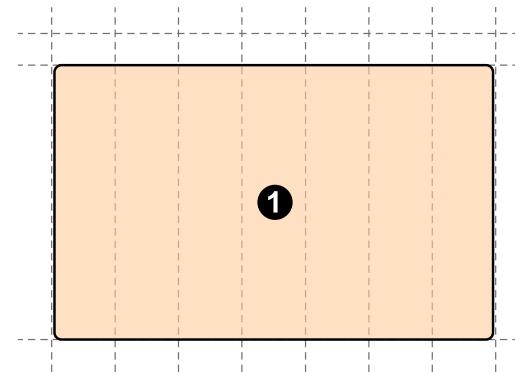
1 Science laboratory (specialist)

SCI0003

3.12.5 Science preparation rooms

Science preparation room cluster: Small

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor Room to room (where required)
Age	Adult

Purpose

A fixed small cluster for science technicians and teaching staff to work, prepare and store science equipment and materials to support teaching.

Preparation rooms include a fully separated science chemical store.

Adjacencies

- It can be directly linked to the ionised material store.
- Directly linked to adjacent laboratories.
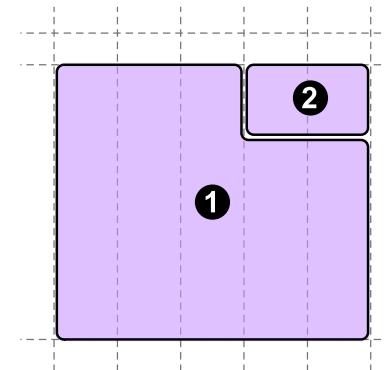
1 Science preparation room

2 Chemical store

SCI0004

Science preparation room cluster: Medium

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor Room to room (where required)
Age	Adult

Purpose

A fixed medium cluster for science technicians and teaching staff to work, prepare and store science equipment and materials to support teaching.

Preparation rooms include a fully separated science chemical store.

Adjacencies

- It can be directly linked to the ionised material store.
- Directly linked to adjacent laboratories.
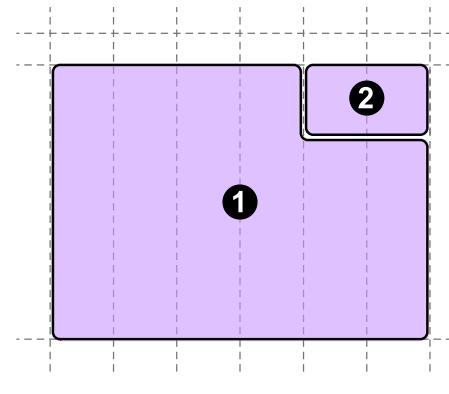
1 Science preparation room
2 Chemical store

SCI0005

Science preparation room cluster: Large

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor Room to room (where required)
Age	Adult

Purpose

A fixed large cluster for science technicians and teaching staff to work, prepare and store science equipment and materials to support teaching.

Preparation rooms include a fully separated science chemical store.

Adjacencies

- It can be directly linked to the ionised material store.
- Directly linked to adjacent laboratories.
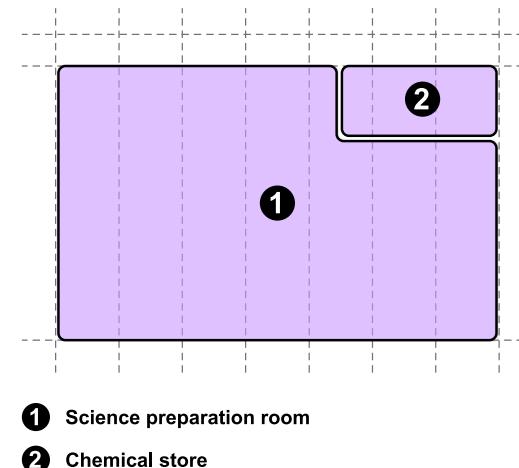
1. Science preparation room
2. Chemical store

SCI0006

3.12.6 Satellite science preparation room

Grid	General
Type	Enclosed
Flexible	No
Window	Recommended
Link	Corridor Room to room (where required)
Age	Adult

Purpose

An additional room for science technicians and teaching staff to work, prepare and store science equipment and materials to support teaching.

Adjacencies

- Directly linked to science laboratories where required.

1 Satellite science preparation room
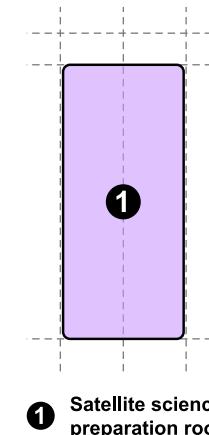
SCI0007

3.13
SEND support (SES)

3.13.1 General requirements

Summary

Purpose

These spaces provide for a wide range of SEND support to meet different pupils' needs for all settings.

The optimum combination of these spaces ensure that all pupils can flourish and reach their full potential, academically, emotionally and socially.

Pupils in Special schools need these spaces as part of their basic provision to access learning, play and wellbeing.

Providing these spaces in mainstream settings improves pupil inclusion and improves community connection.

These spaces, with flexible configurations, provide for a range of learning activities and accommodate different needs.

Spaces facilitate three levels of support and intervention:

Firstly, to promote pupils' independent self-regulation as a key life skill or facilitate staff support to help pupils self-regulate. The pupil can remain near the classroom setting and rejoins the activity when ready.

Secondly, when a pupil is unable to self-regulate, staff may need to step-in more actively and accompany the pupil to a designated restorative space away from their classroom.

Thirdly, intervention by staff where pupils become highly dysregulated and disruptive, to remove the pupil from the current space to a calming room to ensure the safety of the pupil and others.

Adjacencies

- Spaces should be evenly distributed across the school.
- Spaces used in a programmed way such as therapy and sensory rooms are co-located centrally and close to pupil arrival points.

3.13.2 Medical inspection room

Grid	General
Type	Enclosed
Flexible	No
Window	Yes
Link	Corridor
Age	All

Purpose

To provide a medical and SEN therapy support space for pupil and student physical, mental and emotional health and wellbeing. It is also used for the storage of pupil medication and will be used by permanent and visiting staff.

Can be part of a therapy suite.

Adjacencies

- Near SENCo office and resource store where required.
- Near toilet and/or hygiene room.
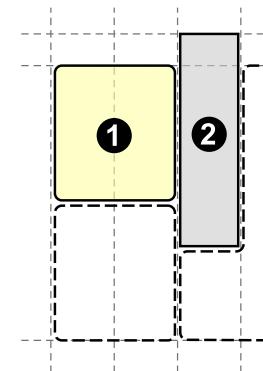
1 Medical inspection room

2 Corridor (1.65m)

SES0001
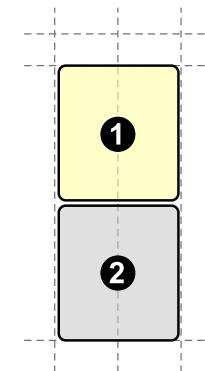
1 Medical inspection room

2 Plant

SES0024

3.13.3 Group rooms: Ambulant

One to one room

Grid	General
Type	Enclosed
Flexible	Yes
Window	Recommended
Link	Room to room Corridor (where required)
Age	KS1, KS2, KS3, KS4, Post 16, FE

Purpose

A space for either learning away from the main class activity, either as an individual or supported by a member of staff, or as a restorative space for independent pupil use or one to one intervention.

A space to promote independent self-regulation for a pupil to regain composure, before returning to the classroom or other activity.
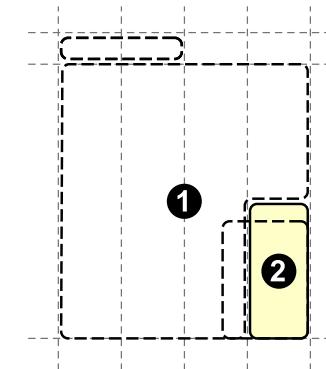
1 Classroom

2 One to one room (alternative proportion shown dotted)

SES0002

Adjacencies

- One to one rooms are distributed evenly through the school and close to teaching spaces.
- They can be located near SEN resource storage.
- One to one rooms can be located directly off a classroom, or immediately next to or opposite a staff workroom, to facilitate supervision and safeguarding.
- This space can be provided as part of a cluster.

1 One to one room
2 One to one room
3 Corridor (1.65m)

SES0003

1 One to one room
2 Group room
3 Corridor (1.65m)

SES0004

1 Corridor (1.4m)
2 One to one room

SES0005
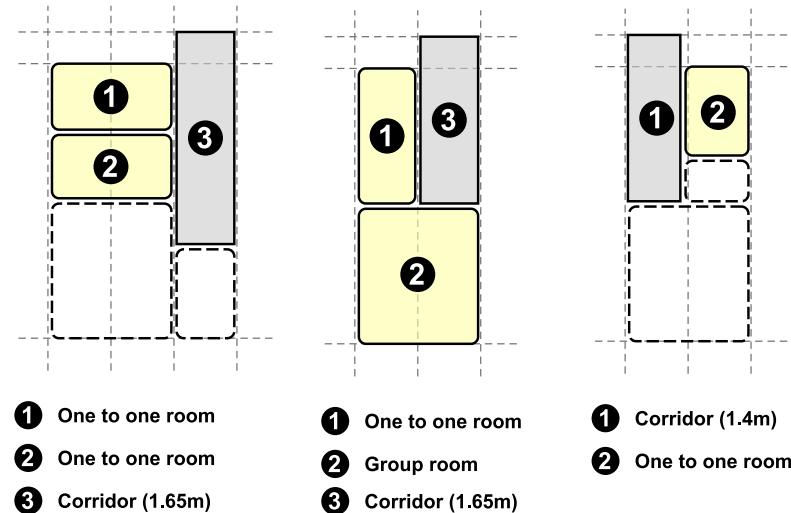
Group room: Small

Grid	General
Type	Enclosed
Flexible	Yes
Window	Recommended
Link	Corridor, room to room
Age	KS1, KS2, KS3, KS4, Post 16, FE

Purpose

Small group room spaces provide for focussed learning away from the main class activity, either as an individual or small group of pupils, and supported by a member of staff.

These also provide a restorative space for pupils to use independently.

Adjacencies

- Group rooms can be distributed evenly across the school, and close to teaching spaces.
- Located immediately next to or opposite a staff workroom to facilitate supervision and safeguarding at all times.
- They can be located near SEN resource storage.
- This space can be provided as part of a cluster.
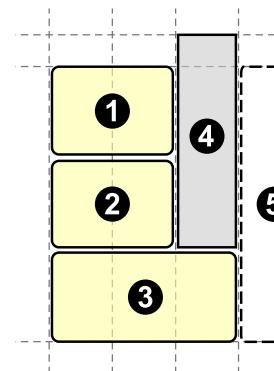
1 Small group room
2 Small group room
3 Medium group room
4 Corridor (1.65m)
5 SEN Suite

SES0006
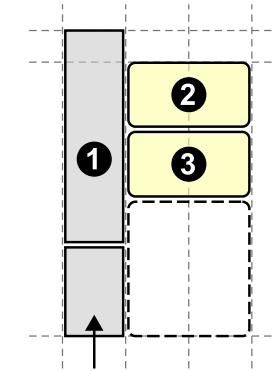
1 Corridor (1.65m)
2 Small group room
3 Small group room

SES0007

1. Classroom
2. Store
3. Corridor (1.65m)
4. Small group room
5. Store
6. Store
7. Workroom
8. Toilet
9. Store
10. Classroom
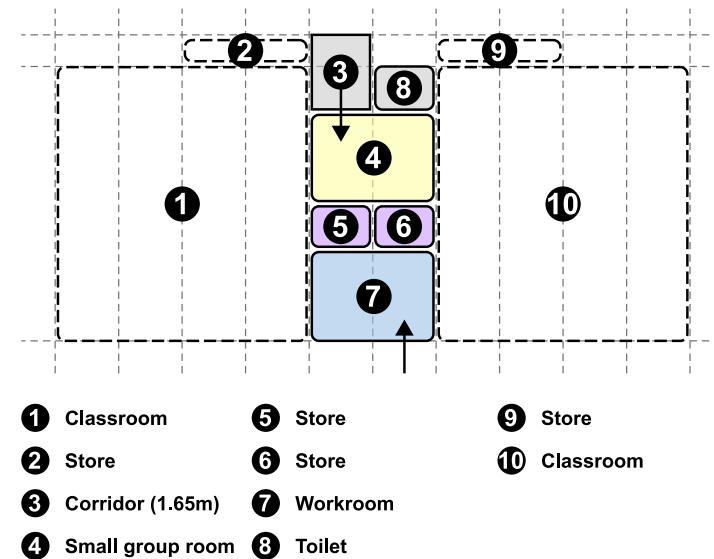
SES0008

Group room: Medium

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required when on external wall
Link	Corridor
Age	KS1, KS2, KS3, KS4, Post 16, FE

Purpose

Medium group room spaces provide for focussed learning away from the main class activity, either as an individual or small group of pupils, and supported by a member of staff.

These also provide a restorative space for pupils to use independently.

This group room can be repurposed as a faith room if appropriate.

Adjacencies

- Located immediately next to or opposite a staff workroom to facilitate supervision and safeguarding at all times.
- They can be located near SEN resource storage.
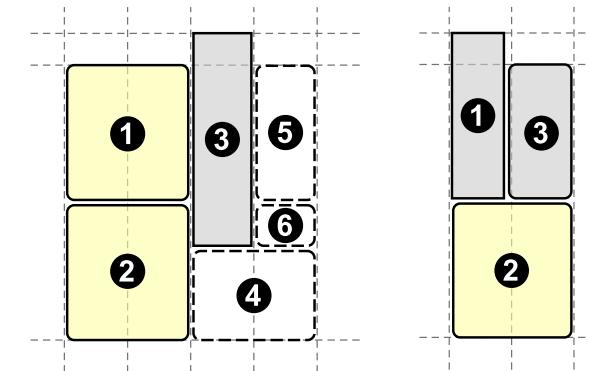
1. Medium group room
2. Medium group room
3. Corridor (1.65m)
4. Office
5. Small group room
6. Store

1. Corridor (1.4m)
2. Medium group room
3. Toilet

SES0009   **SES0025**

Group room: Large

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required when on external wall
Link	Corridor
Age	KS1, KS2, KS3, KS4, Post 16, FE

Purpose

Large group room spaces provide for focussed learning away from the main class activity for smaller groups supported by members of staff.

This group room can be repurposed as a faith room if appropriate.

Adjacencies

- Located immediately next to or opposite a staff workroom to facilitate supervision and safeguarding at all times.
- They can be located near SEN resource storage.
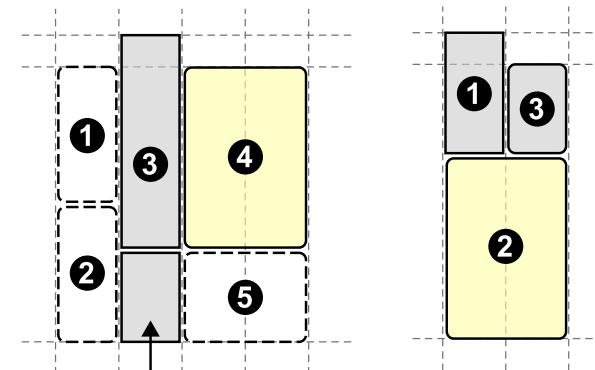
1. Store
2. Store
3. Corridor (1.65m)
4. Large group room
5. Office
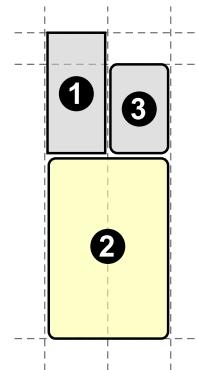
1. Corridor (1.65m)
2. Large group room
3. Toilet

SES0010   **SES0028**

Group room cluster

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required when on external wall
Link	Corridor
Age	KS1, KS2, KS3, KS4, Post 16, FE

Purpose

This group room cluster provides a series of spaces for focussed learning away from the main class activity for smaller groups supported by members of staff.

It contains two group rooms of difference sizes and supporting staff offices. The staff spaces can be repurposed to provide further group rooms as required.

Adjacencies

- They can be located near SEN resource storage.
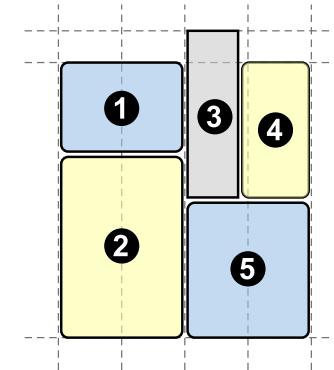
1. Staff office
2. Large group room
3. Corridor (1.4m)
4. Small group room
5. Staff office

SES0026

3.13.4 Therapy rooms: Ambulant

Multi-purpose therapy and office cluster: Primary and Secondary

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required
Link	Corridor
Age	KS1, KS2, KS3, KS4, Post 16, FE

Purpose

Therapeutic spaces where a counsellor, therapist, emotional literacy support assistant (ELSA) or someone in an equivalent role delivers one to one or small group interventions to support emotional literacy, mental health and wellbeing.

These spaces can form part of a therapy suite, SEN unit or resource provision. This cluster can also provide associated office spaces.
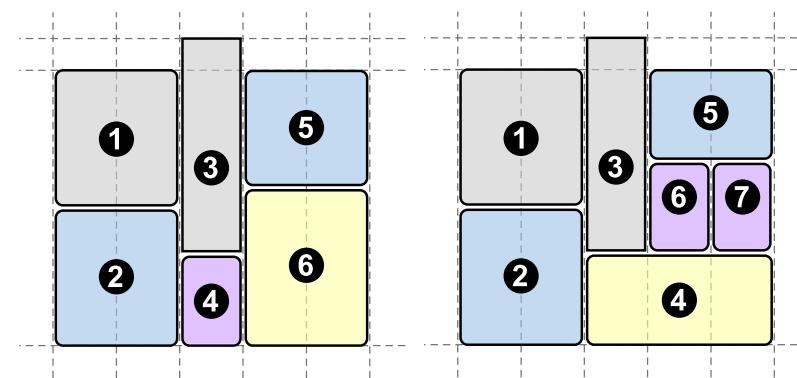
1 Hygiene room
2 Medical inspection room
3 Corridor (1.65m)
4 Store
5 Staff office (SENCo)
6 Therapy room

SES0011

1 Hygiene room
2 Medical inspection room
3 Corridor (1.65m)
4 Therapy room
5 Staff office
6 Store
7 Store

SES0012

Adjacencies

- Near the pupil entrance and library.
- Near a pupil toilet and/or hygiene room.
- Near SENCo office.
- Near SEN resource store.

Soft play room: Primary and Secondary

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor
Age	KS1, KS2, KS3, KS4, Post 16

Purpose

A room for movement therapy on padded surfaces. This space facilitates the use of sensory and soft play equipment by pupils with special needs to provide a safe environment for students to develop their motor skills and coordination.

The space can form part of a therapy suite when combined with Sensory room and Life Skills clusters.

Adjacencies

- Near resource store.
- Near pupil toilet or hygiene room.
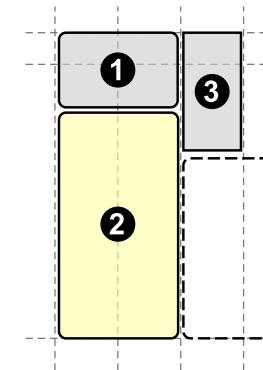
1 Hub room
2 Soft play room
3 Corridor (1.65m)

SES0013

Sensory room: Primary and Secondary

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required
Link	Corridor
Age	KS1, KS2, KS3, KS4, Post 16

Purpose

This space provides a tranquil environment where pupils can relax. They are equipped with interactive elements that encourage pupils to engage with their surroundings, promoting sensory exploration and cognitive development.

These spaces combine to provide a multisensory environment supporting various sensory inputs, such as visual, auditory, tactile, and olfactory stimuli, helping students with sensory integration and processing.
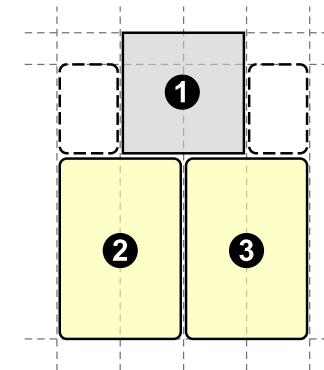
1 Space open to corridor
2 Sensory group room
3 Sensory group room

SES0014

The accommodation may include dark sensory rooms which use low lighting and glow-in-the-dark elements to create a unique sensory experience, helping pupils focus on specific sensory inputs and reduce overstimulation from bright lights.

These spaces can form part of a therapy suite when combined with soft play room and life skills cluster as shown.

Adjacencies

- Near SEN resource store.
- Near pupil toilet and/or hygiene room.

1	Hub room	5	Sensory group room
2	Soft play room	6	Store
3	Space open to corridor	7	Life skills room
4	Sensory group room	8	Toilet
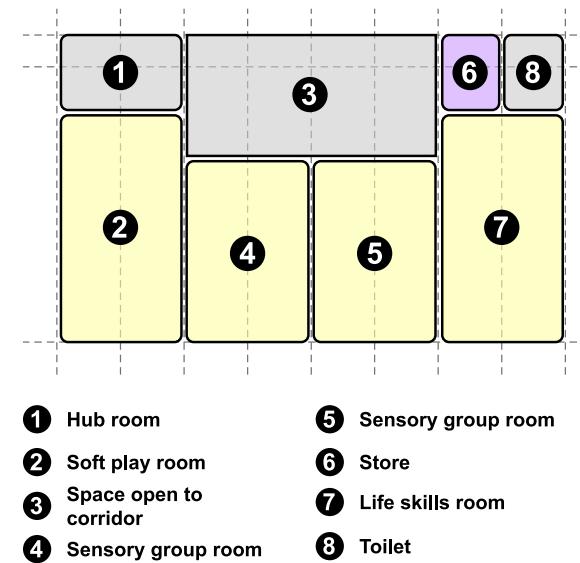
SES0027

Physiotherapy room: Primary and Secondary

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor
Age	KS1, KS2, KS3, KS4, Post 16, FE

Purpose

This physiotherapy space supports the improvement of gross motor skills, mobility and physical function. This space requires a range of equipment for pupils with special needs and disabilities.

This space can form part of a therapy suite or other cluster.

Adjacencies

- Near resource store.
- Near pupil toilet and/or hygiene room.
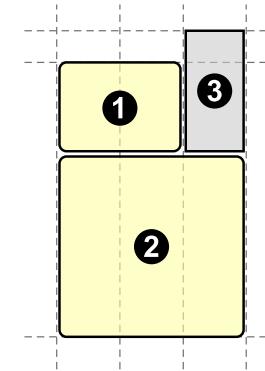
1 Small group room
2 Physiotherapy room
3 Corridor (1.65m)

SES0015

Occupational therapy room: Primary and Secondary

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor
Age	KS1, KS2, KS3, KS4, Post 16, FE

Purpose

Space for occupational therapy, helping pupils and students develop the skills needed for daily activities and independence. This includes fine motor skills (like writing or using utensils), cognitive skills, and social interactions to enhance their ability to participate in everyday activities.

This space can form part of a therapy suite or other cluster.

Adjacencies

- Near resource store.
- Near pupil toilet and/or hygiene room.
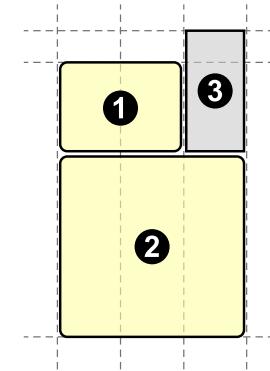
1. Small group room
2. Occupational therapy room
3. Corridor (1.65m)

SES0016

Nurture room: Primary and Secondary

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required
Link	Corridor, external
Age	KS1, KS2, KS3, KS4, Post 16

Purpose

Nurture rooms offer a safe and supportive environment for pupils. In Primary schools they provide a specialist space to develop core skills through art, play etc. In Secondary schools they provide a supportive environment to develop positive relationships with peers and teachers, and work on their emotional and social skills.

They may also be used for group discussions or independent study. This space can form part of a therapy suite or other cluster.

Adjacencies
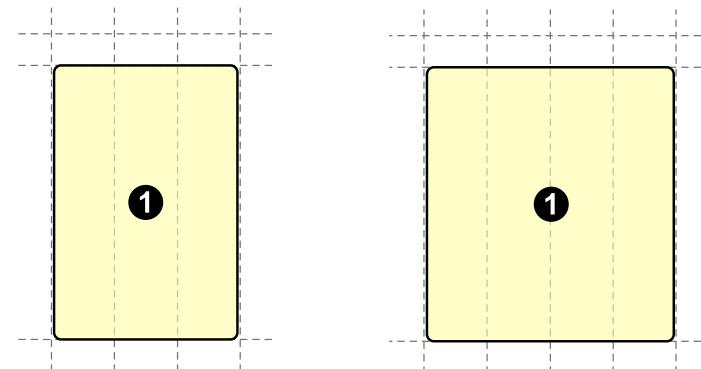
- Near resource store.
- Near pupil toilet and/or hygiene room.

1 Nurture room

SES0017

1 Nurture room
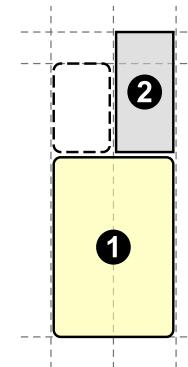
SES0018

1 Nurture room

2 Corridor (1.65m)

SES0019

Rebound therapy room: Primary and Secondary

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor
Age	KS1, KS2, KS3, KS4, Post 16

Purpose

A space for rebound therapy for pupils with special needs and disabilities.

This space provides physical therapy for pupils with mild to profound physical and learning disabilities, and other pupils with a valuable opportunity to enjoy movement and interaction.

This space can form part of a therapy suite or other cluster.

Adjacencies

- Can be near activity studio or hall.
- Near resource store.
- Near pupil toilet and/or hygiene room.
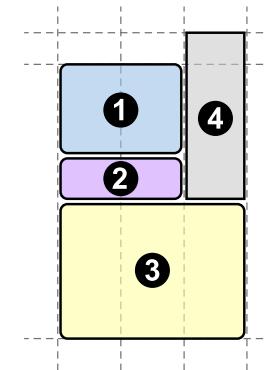
1 Staff office
2 Store
3 Rebound therapy room
4 Corridor (1.65m)

SES0020

3.13.5 Life skills

Life skills: Secondary

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required
Link	Corridor, external
Age	KS3, KS4, Post 16, FE

Purpose

This space provides SEND pupils with learning to develop abilities needed to live as independently as possible.

The skills taught include personal care (hygiene, grooming, dressing), daily living skills (cooking, cleaning, money management), communication and social skills, community access, employment skills and facilitation of various domestic activities and small group discussion.

This space can form part of a therapy suite when combined with soft play room and sensory room cluster.
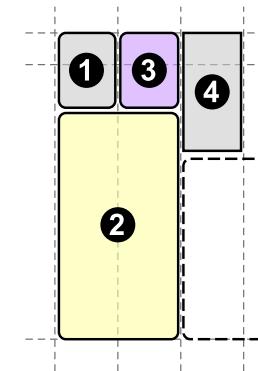
1 Store
2 Life skills room
3 Toilet
4 Corridor (1.65m)

SES0021

Adjacencies

- Near resource store.
- Near pupil toilet and/or hygiene room.

Life skills cluster: Secondary

Grid	General
Type	Enclosed / open
Flexible	Some small spaces
Window	Required
Link	Corridor, external
Age	KS3, KS4, Post 16

Purpose

This cluster provides small group dining to develop a pupil's ability to live as independently as possible. This space should facilitate various domestic activities and small group discussion.

The cluster includes a pupil toilet which can be substituted for an accessible toilet with the classroom stores incorporated into the service spine.

This space can form part of a therapy or severe need suite or SEN unit.
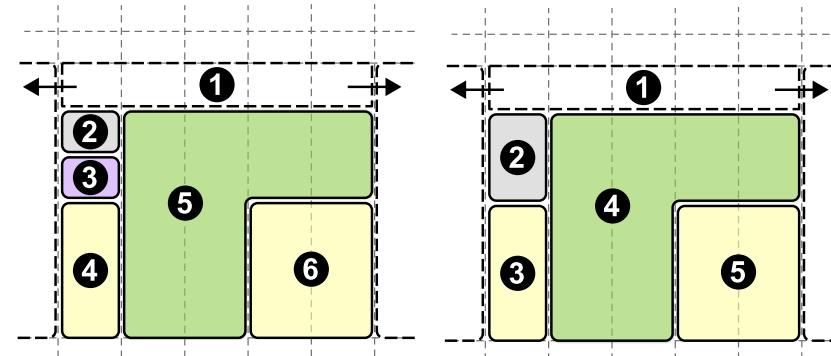
1 Space open to corridor
2 Toilet
3 Store
4 Small group room
5 Dining/life skills room
6 Medium group room

SES0022

1 Space open to corridor
2 Accessible toilet
3 Small group room
4 Dining/life skills room
5 Medium group room

SES0023

Adjacencies

- Adjacent key stage or learning stage group of classrooms.
- Near resource store.
- Near pupil toilet and/or hygiene room.
- Where this cluster is part of a larger number of classrooms this cluster can open onto main circulation between them.

❶ Space open to corridor

❷ Toilet

❸ Store

❹ Small group room

❺ Dining/life skills room

SES0029

3.14 Activity (ACT)

3.14.1 General requirements

Summary

Purpose

Activity spaces are for PE lessons, team practices, community activities and other events. They provide spaces for pupils to stay active and develop teamwork and fitness skills.

The activity spaces are regularly used by the community and should be zoned to enable access outside school hours.

Adjacencies

- Easy access to changing rooms and toilets.
- Regularly used entrances should be lobbied, either directly or indirectly.

3.14.2 Sports halls

Sports hall: Small

Grid	Large spaces
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor
Age	KS3, KS4, Post 16, FE, Adult

Purpose

The small sports hall is an indoor space for physical activities and sports, and for after-school clubs. It is suitable for Special schools and as a gymnasium space in large Secondary schools.

The hall also provides a small sized space for pupils to sit internal and external examinations.

Adjacencies

- Direct access to equipment stores.
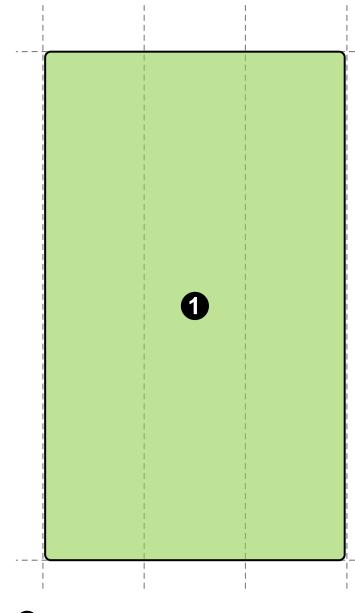
① Sports hall

ACT0001

Sports hall: Medium (Gymnasium)

Grid	Large spaces
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor
Age	KS3, KS4, Post 16, FE, Adult

Purpose

The gymnasium is an indoor space for physical activities and especially for gymnastics and other physical exercise. It can also be used for after-school clubs.

The hall also provides a space for pupils to sit internal and external examinations.

Adjacencies

- Direct access to equipment stores.
- Close proximity to changing rooms where 'barefoot' gymnastic use is anticipated.
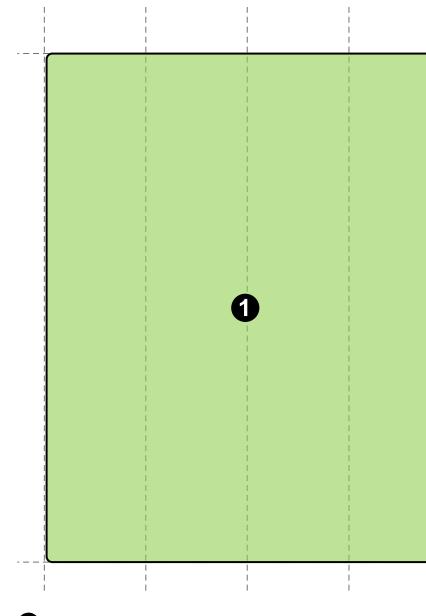
① Sports hall

ACT0021

Sports hall: Medium

Grid	Large spaces
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor
Age	KS3, KS4, Post 16, FE, Adult

Purpose

The medium sports hall is an indoor space for physical activities and sports, and for after-school clubs.

The hall also provides space for pupils to sit internal and external examinations and for large school gatherings, assemblies and religious worship.

Adjacencies

- Direct access to equipment stores.
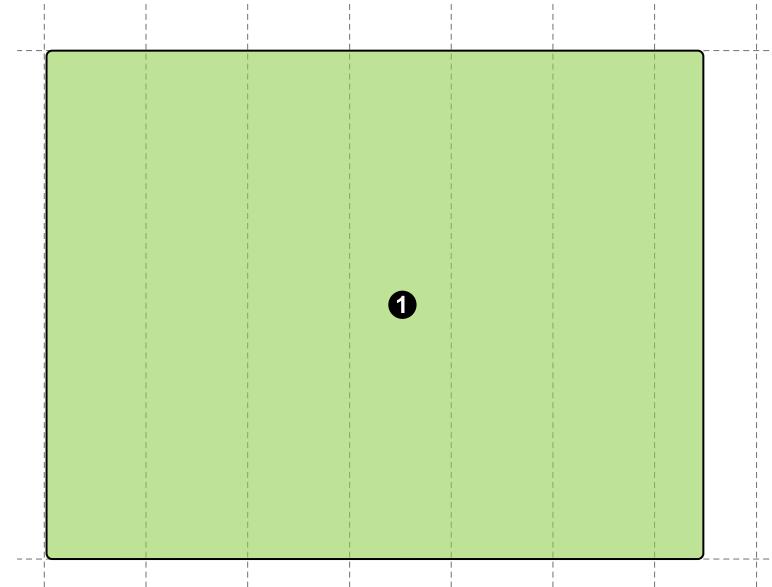
❶ Sports hall

ACT0002

Sports hall: Large (4 Court)

Grid	Large spaces
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor
Age	KS3, KS4, Post 16, FE, Adult

Purpose

The 4-court sports hall is a standard sports hall suitable for general use. It is used for physical activities and sports and is also used for inter-school competitions and after-school clubs.

The hall also provides space for pupils to sit internal and external examinations and for large school gatherings, assemblies and religious worship.

Adjacencies

- Direct access to equipment stores.
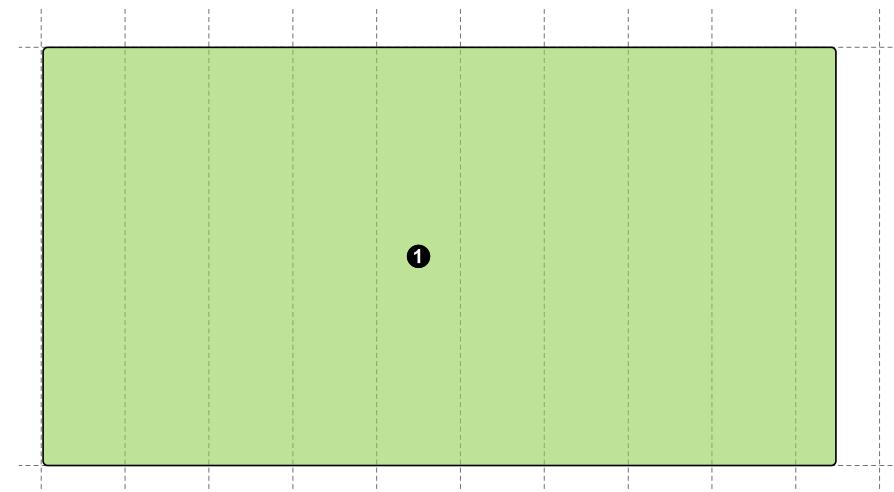
❶ Sports hall: 4 Court

ACT0003

3.14.3 Activity studios

Multi-purpose studio

Grid	Small hall, Medium hall
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor
Age	KS1, KS2, KS3, KS4

Purpose

This multi-purpose studio is a small specialist space for movement, dance, music and other fitness activities. It also provides a space for bodyweight exercises, yoga or Pilates where there is a fitness suite.

This space can be combined with a smaller assembly hall to form a multi-purpose hall.

Adjacencies

- Direct or adjacent access to storage facilities.
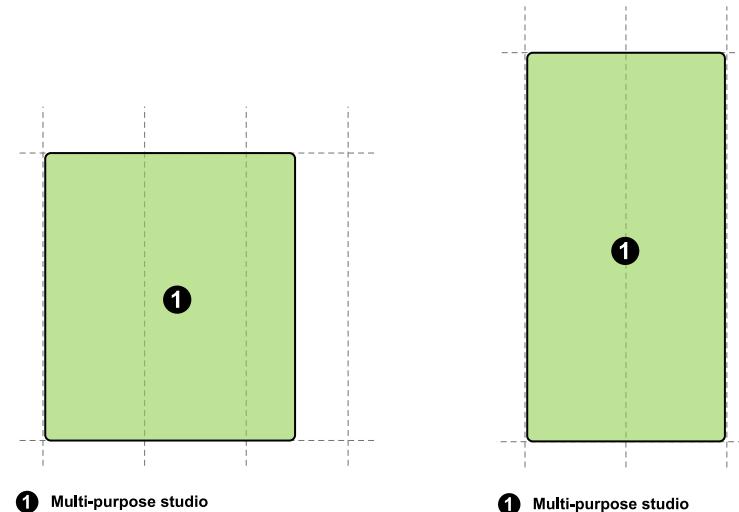
❶ Multi-purpose studio

ACT0024

❶ Multi-purpose studio

ACT0025

Activity studio: Compact

Grid	Small hall
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor
Age	KS1, KS2, KS3, KS4

Purpose

The compact activity studio is a specialist space for a limited range of movement, dance and other fitness activities. It can provide a space for bodyweight exercises, yoga or Pilates where there is a fitness suite.

This space can be combined with other hall spaces.

Adjacencies

- Direct or adjacent access to storage facilities.
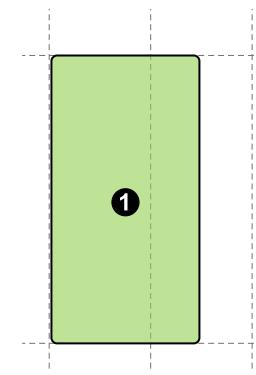
1 Activity studio

ACT0026

Activity studio: Small

Grid	Small hall
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor
Age	KS1, KS2, KS3, KS4

Purpose

The small activity studio is a specialist space for movement, dance and other PE activities. It also provides a space for bodyweight exercises, yoga or Pilates where there is a fitness suite.

Adjacencies

- Direct or adjacent access to storage facilities.
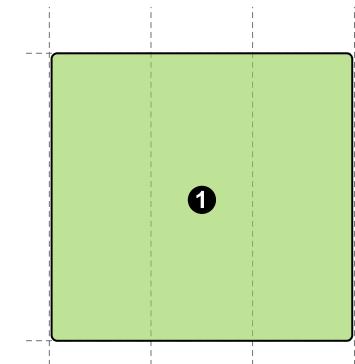
❶ Activity studio: Small

ACT0020

Activity studio: Medium

Grid	Medium hall, Large spaces
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor
Age	KS3, KS4, Post 16, FE, Adult

Purpose

The activity studio is a space for movement, dance, gymnastics and other PE activities. It also provides a space for bodyweight exercises, yoga, Pilates, or circuit training where there is a fitness suite.

The activity studio also provides a small sized space for pupils to sit internal and external examinations.

1 Activity studio: Medium

ACT0004

1 Activity studio: Medium

ACT0005

Adjacencies

- Direct or adjacent access to storage facilities.
- Can be adjacent to the drama studio linked with full height and width doors.

Activity studio: Large

Grid	Large spaces
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor
Age	KS3, KS4, Post 16, FE, Adult

Purpose

The activity studio is a space for movement, dance, gymnastics and other PE activities. It also provides a space for bodyweight exercises, yoga, Pilates, or circuit training where there is a fitness suite.

The activity studio also provides a small sized space for pupils to sit internal and external examinations.

Adjacencies

- Direct or adjacent access to storage facilities.
- Can be adjacent to the drama studio linked with full height and width doors.

1 Activity studio: Large

ACT0006

3.14.4 Fitness rooms

Fitness room: Small

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor
Age	KS3, KS4, Post 16, FE, Adult

Purpose

This small sized fitness room supports cardio, strength training, stretching, and exercise using machines.

Floor-based exercises will take place in the activity studio or hall space.

This space can be added to the large fitness room to create a larger fitness room.

Adjacencies

- Close to the activity studio or hall space.
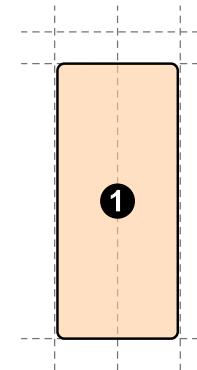
1 Fitness room

ACT0007

Fitness room: Medium

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor
Age	KS3, KS4, Post 16, FE, Adult

Purpose

This medium sized fitness room supports cardio, strength training, stretching, and exercise using machines.

Floor-based exercises will take place in the activity studio or hall space.

This space can be added to the large fitness room to create a larger fitness room.

Adjacencies

- Close to the activity studio or hall space.
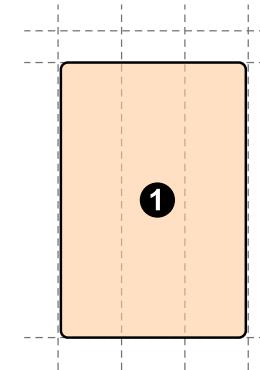
1 Fitness room

ACT0022

Fitness room: Large

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor
Age	KS3, KS4, Post 16, FE, Adult

Purpose

This large sized fitness room supports cardio, strength training, stretching, and exercise using machines.

Floor-based exercises will take place in the activity studio or gymnasium.

Adjacencies

- Close to the activity studio or gymnasium.
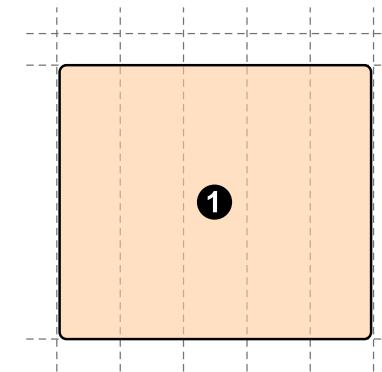
1 Fitness room

ACT0008

3.14.5 Dance studios

Dance studio

Grid	Small hall, Medium hall
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	KS3, KS4, Post 16, FE, Adult

Purpose

The dance studio is a dedicated space for movement, physical coordination and creativity through dance and floor-based gymnastics.

The studio can be used for teaching of dance, rehearsals, performances and extracurricular activities.

It can be used as an additional exam space.

Adjacencies

- Close to the main hall and activity studio.
- Close to possible dry changing facilities.
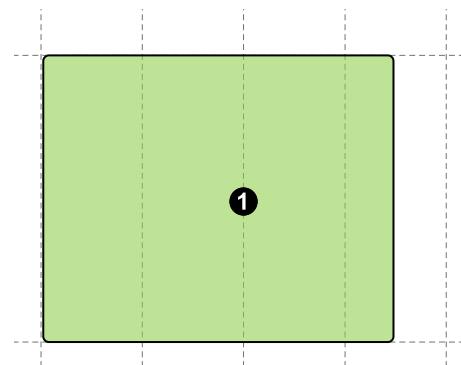
1 Dance studio

ACT0009
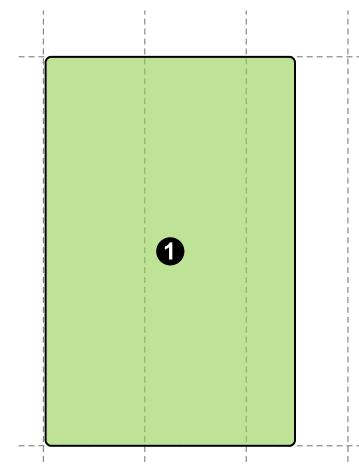
1 Dance studio

ACT0010

3.14.6 Activity stores

Activity store

Grid	Large spaces
Type	Enclosed
Flexible	No
Window	Not required
Link	Room to room
Age	KS3, KS4, Post 16, FE, Adult

Purpose

To provide storage facilities to support activity spaces.

Adjacencies

- Direct or adjacent to the sports hall or activity studio.
- Doors into stores should be located furthest away from any goal positions in the activity space.
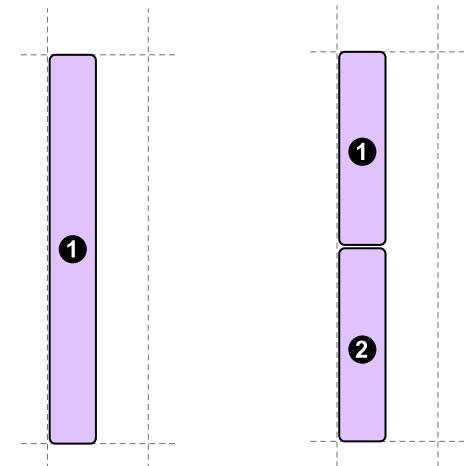
❶ Sports equipment store

ACT0018
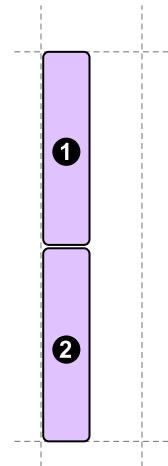
❶ Sports equipment store

❷ Sports equipment store

ACT0023

Activity store cluster: Small

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor, room to room, external
Age	KS1, KS2

Purpose

To provide storage facilities to support activity spaces.

Smaller stores clustered into General grids shall be grouped to beneficially align to the overall grid.

Adjacencies

- Direct or adjacent access from the assembly or multi-purpose hall.
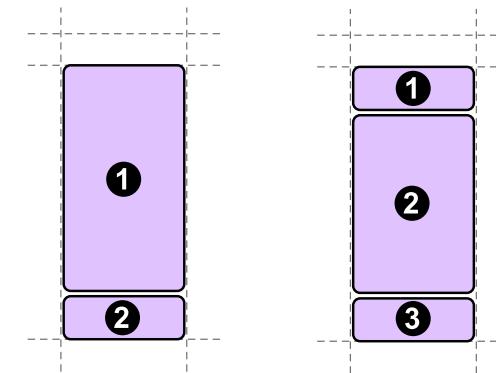
1 Sports equipment store

2 External store

1 Internal store

2 Sports equipment store

3 External store

ACT0016   **ACT0017**

Activity store cluster: Medium

Grid	Medium hall
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor, room to room, external
Age	KS3, KS4, Post 16, FE, Adult

Purpose

To provide storage facilities to support activity spaces.

Smaller stores clustered into Medium hall grids shall be grouped to beneficially align to the overall grid.

Adjacencies

- Direct or adjacent to the sports hall.
- Direct or adjacent access from the activity studio.
- Doors into stores should be located furthest away from any goal positions in the activity space.
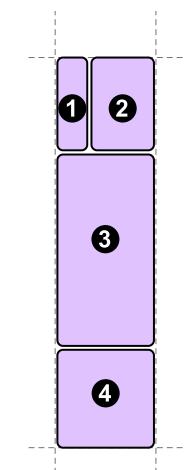
1. Community store
2. Internal store
3. Internal store
4. External store

ACT0011

Activity store cluster: Large

Grid	Large spaces
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor, room to room, external
Age	KS3, KS4, Post 16, FE, Adult

Purpose

To provide storage facilities to support activity spaces.

Adjacencies

- Direct or adjacent to the sports hall.
- Direct or adjacent access from the activity studio.
- Doors into stores should be located furthest away from any goal positions in the activity space.

❶ Equipment store
❷ Sports equipment store
❸ External store

ACT0012

Activity store cluster: Extra-large

Grid	Large spaces
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor, room to room, external
Age	KS3, KS4, Post 16, FE, Adult

Purpose

To provide storage facilities to support activity spaces and main halls.

To accommodate retractable bleacher seating.

Adjacencies

- Direct or adjacent to the sports hall.
- Direct or adjacent access from the main hall.
- Doors into stores should be located furthest away from any goal positions in the activity space.
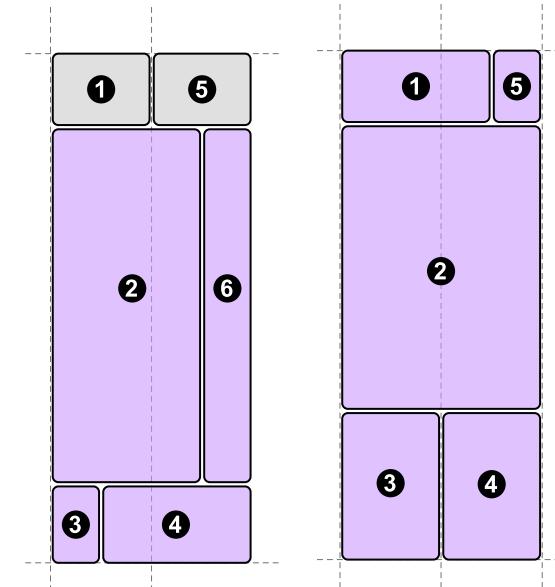
① Plant room
② Sports equipment store
③ Sports store
④ Sports store
⑤ Plant room
⑥ Retractable seating

① External store
② Sports equipment store
③ Internal store
④ Internal store
⑤ Community store

ACT0013　　　　**ACT0019**

Retractable bleacher seating store

Grid	Medium hall, Large spaces
Type	Open (to hall space)
Flexible	No
Window	Not required
Link	Within space
Age	Adult

Purpose

To accommodate retractable bleacher seating.

Stage lighting and AV could be controlled from either upper or lower level of bleacher seating where facilities allow.

Adjacencies

- Within main hall.
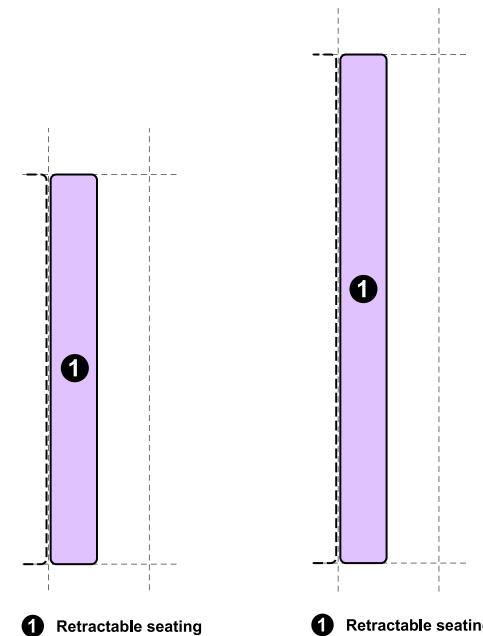
① Retractable seating   **①** Retractable seating

ACT0014   **ACT0015**

3.15 Dining and kitchens (DIN)

3.15.1 General requirements

Summary

Purpose

A school dining room provides a structured space for students to eat, meet, and develop good social habits. It supports well-being whilst fostering a sense of community and inclusivity.

These spaces provide access to dining and serveries for all pupils over a maximum of 3 sittings at lunchtime. They enable pupils and students to dine in groups in a supported environment including alternative spaces to support different needs, such as informal and covered external dining spaces. The spaces shall be able to accommodate breakfast club provision.

Kitchens shall also facilitate food distribution to dining spaces in other areas and support events and activities.

Dining spaces can be used across the school day without disrupting adjacent spaces.

Adjacencies

- Direct access to circulation or another appropriate spaces for queuing.
- Storage to accommodate dining furniture.
- Direct access to covered outdoor dining.
- Toilets for adult and pupils should be located close by (but not immediately from dining spaces).

3.15.2 Dining: Primary

Primary dining: Extra-small

| Grid	Small hall, Medium hall
Type	Enclosed, semi-enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	KS1, KS2

Purpose

An extra-small sized dining space for primary age pupils to eat together allowing staff to provide support for pupils.

This space can be used as a multi-purpose hall.

This space can be used as an extra-small hall in Secondary and Special schools.

Adjacencies

- Located close to pupil and visitor entrances.
- Direct access to kitchen and servery.
- Located close to pupil and adult toilets.
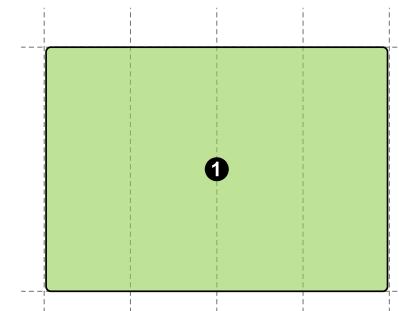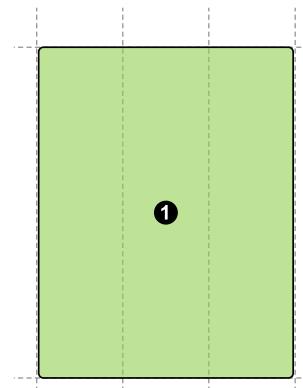
❶ Dining   DIN0001

❶ Dining   DIN0002

Primary dining: Small

Grid	Small hall, Medium hall
Type	Enclosed, semi-enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	KS1, KS2

Purpose

A small sized dining space for primary age pupils to eat together allowing staff to provide support for pupils.

This space can be used as a multi-purpose hall where using the Small hall and Medium hall grids.

This space can be used as an extra-small hall in Secondary and Special schools.

Adjacencies

- Located close to pupil and visitor entrances.
- Direct access to kitchen and servery.
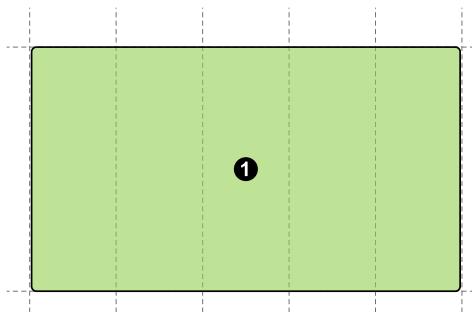
① Dining — DIN0003
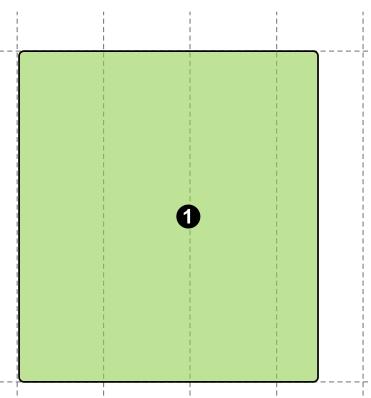
① Dining — DIN0004

Primary dining: Medium

Grid	Small hall, Medium hall
Type	Enclosed, semi-enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	KS1, KS2

Purpose

A medium sized dining space for primary age pupils to eat together allowing staff to provide support for pupils.

This space can be used as a multi-purpose hall.

Adjacencies

- Located close to pupil and visitor entrances.
- Direct access to kitchen and servery.
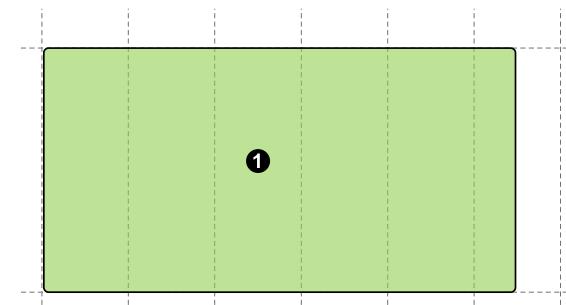
❶ Dining   **DIN0005**
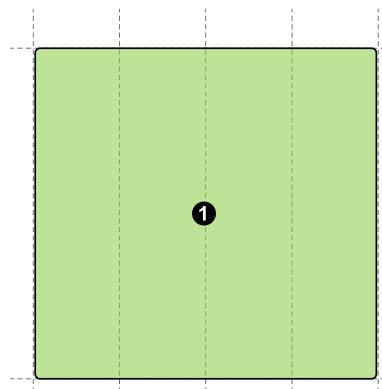
❶ Dining   **DIN0006**

Primary dining: Large

Grid	Small hall, Medium hall
Type	Enclosed, semi-enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	KS1, KS2

Purpose

A large sized dining space for primary age pupils to eat together allowing staff to provide support for pupils.

This space can be used as a multi-purpose hall.

Adjacencies

- Located close to pupil and visitor entrances.
- Direct access to kitchen and servery.
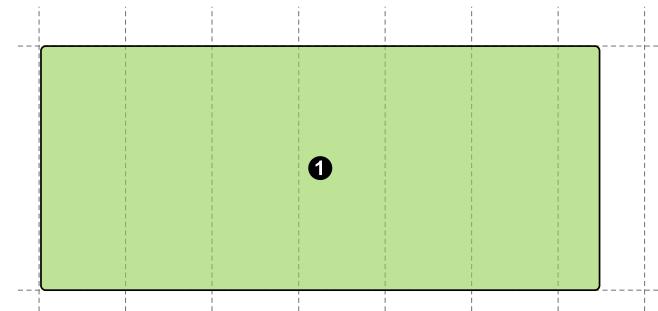
1 Dining

DIN0007
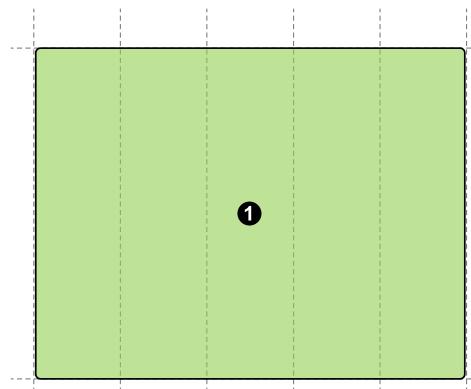
1 Dining

DIN0008

Primary dining: Extra-large

Grid	Small hall, Medium hall
Type	Enclosed, semi-enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	KS1, KS2

Purpose

An extra-large sized dining space for primary age pupils to eat together allowing staff to provide support for pupils.

This space can be used as a multi-purpose hall.

Adjacencies

- Located close to pupil and visitor entrances.
- Direct access to kitchen and servery.
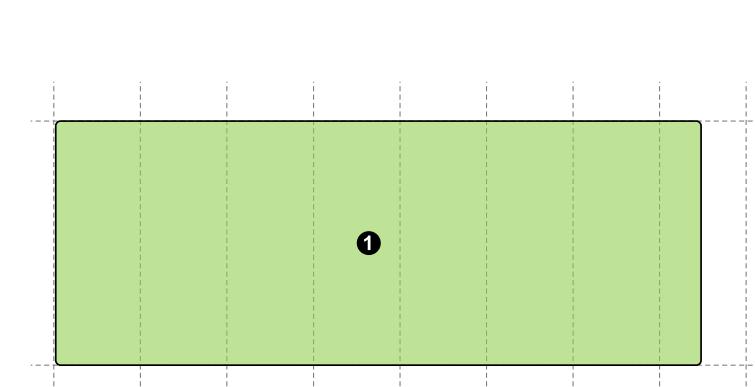
❶ Dining

DIN0009
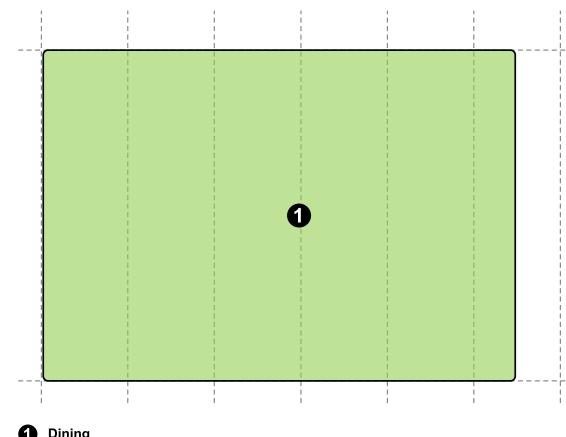
❶ Dining

DIN0010

3.15.3 Dining: Secondary

Secondary dining: Extra-small

| Grid	General, Small hall
Type	Enclosed, semi-enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	KS3, KS4, Post 16, FE

Purpose

An extra-small sized dining space for secondary age pupils to eat together.

To create a central suite of spaces with dining as the priority use that can support a wide range of other uses.

Adjacencies

- Direct access to kitchen and main servery, with servery length maximised.
- Informal dining spaces can be adjacent.

❶ Dining   **DIN0011**

❶ Dining   **DIN0012**

Secondary dining: Small

Grid	Small hall, Medium hall
Type	Enclosed, semi-enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	KS3, KS4, Post 16, FE

Purpose

A small sized dining space for secondary age pupils to eat together.

To create a central suite of spaces with dining as the priority use that can support a wide range of other uses.

Adjacencies

- Direct access to kitchen and main servery, with servery length maximised.
- Informal dining spaces can be adjacent.

① Dining   **DIN0013**
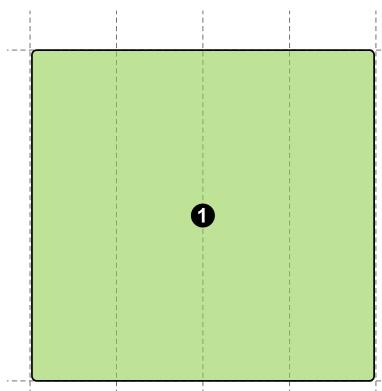
① Dining   **DIN0014**

Secondary dining: Medium

Grid	Medium hall, Large spaces
Type	Enclosed, semi-enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	KS3, KS4, Post 16, FE

Purpose

A medium sized dining space for secondary age pupils to eat together.

To create a central suite of spaces with dining as the priority use that can support a wide range of other uses.

Adjacencies

- Direct access to kitchen and main servery, with servery length maximised.
- Informal dining spaces can be adjacent.

❶ Dining   DIN0015

❶ Dining   DIN0016

Secondary dining: Large

Grid	Medium hall, Large spaces
Type	Enclosed, semi-enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	KS3, KS4, Post 16, FE

Purpose

A large sized dining space for secondary age pupils to eat together.

To create a central suite of spaces with dining as the priority use that can support a wide range of other uses.

Adjacencies

- Direct access to kitchen and main servery, with servery length maximised.
- Informal dining spaces can be adjacent.

❶ Dining

DIN0017

❶ Dining

DIN0018

Secondary dining Extra-large

Grid	Medium hall, Large spaces
Type	Enclosed, semi-enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	KS3, KS4, Post 16, FE

Purpose

An extra-large sized dining space for secondary age pupils to eat together.

To create a central suite of spaces with dining as the priority use that can support a wide range of other uses.

Adjacencies

- Direct access to kitchen and main servery, with servery length maximised.
- Informal dining spaces can be adjacent.

❶ Dining

DIN0019

❶ Dining

DIN0020

3.15.4 Informal dining

Informal dining cluster: Small

| Grid	General
Type	Enclosed, semi-enclosed
Flexible	No
Window	Required
Link	Corridor, room to room, external
Age	KS3, KS4, Post 16, FE

Purpose

A small sized informal dining space supported by a satellite servery.

This space can be used outside mealtimes, including timetabled curriculum use, and as an all-day café for pupils to work independently and for staff.

A space that can support community use and to provide refreshments for events and clubs.
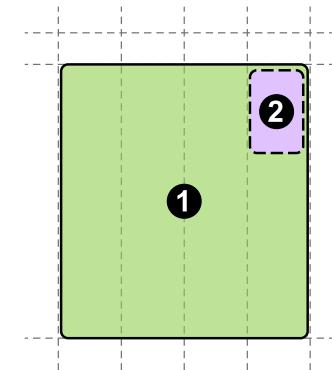
1 Informal dining

2 Satellite servery

DIN0021

This space can be used as a main dining space in Special schools, and where required for formal dining in Secondary schools, without a satellite servery but with access to a main kitchen and servery.

Adjacencies

- The informal dining space can be located adjacent to the main dining space.

Informal dining cluster: Medium

Grid	General
Type	Enclosed, semi-enclosed
Flexible	No
Window	Required
Link	Corridor, room to room, external
Age	KS1, KS2, KS3, KS4, Post 16, FE

Purpose

A medium sized informal dining space supported by a satellite servery.

This space can be used outside mealtimes, including timetabled curriculum use, and as an all-day café for pupils to work independently and for staff.

A space that can support community use and to provide refreshments for events and clubs.

This space can be used as a main dining space in Special schools, and where required for formal dining in Secondary schools, without a satellite servery but with access to a main kitchen and servery.
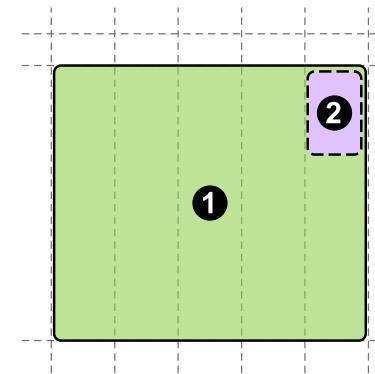
1. Informal dining
2. Satellite servery

DIN0022

Adjacencies

- The informal dining space can be located adjacent to the main dining space.

Informal dining cluster: Large

Grid	General
Type	Enclosed, semi-enclosed
Flexible	No
Window	Required
Link	Corridor, room to room, external
Age	KS1, KS2, KS3, KS4, Post 16, FE

Purpose

A large sized informal dining space supported by a satellite servery.

This space can be used outside mealtimes, including timetabled curriculum use, and as an all-day café for pupils to work independently and for staff.

A space that can support community use and to provide refreshments for events and clubs.

This space can be used as a main dining space in Special schools, and where required for formal dining in Secondary schools, without a satellite servery but with access to a main kitchen and servery.

1. Informal dining
2. Satellite servery

DIN0023

Adjacencies

- The informal dining space can be located adjacent to the main dining space.

Informal dining cluster: Extra-large

Grid	General
Type	Enclosed, semi-enclosed
Flexible	No
Window	Required
Link	Corridor, room to room, external
Age	KS3, KS4, Post 16, FE

Purpose

An extra-large sized informal dining space supported by a satellite servery.

This space can be used outside mealtimes, including timetabled curriculum use, and as an all-day café for pupils to work independently and for staff.

A space that can support community use and to provide refreshments for events and clubs.

This space can be used where required for formal dining in Secondary schools without a satellite servery but with access to a main kitchen and servery.
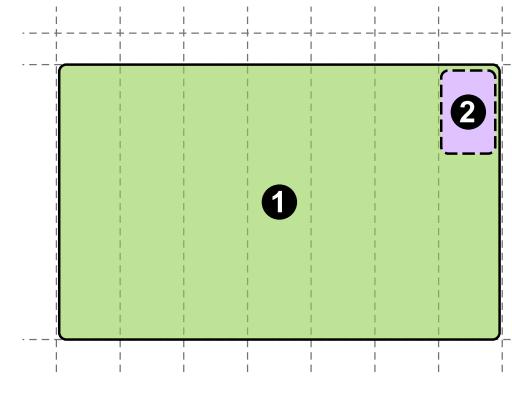
1 Informal dining

2 Satellite servery

DIN0024

Adjacencies

- The informal dining space can be located adjacent to the main dining space.

3.15.5 Dining: Special education needs

SEND dining: Small

Grid	General, Small hall
Type	Enclosed, semi-enclosed
Flexible	No
Window	Required
Link	Corridor, room to room, external
Age	KS1, KS2, KS3, KS4, Post 16

Purpose

This small sized space provides a calm environment where pupils can learn to eat at a table with others.

It enables staff to provide active support for pupils with space to eat together.

Adjacencies

- The kitchen and servery are directly connected to the hall.

1 Dining   **DIN0025**

1 Dining   **DIN0026**

SEND dining: Medium

Grid	General
Type	Enclosed, semi-enclosed
Flexible	No
Window	Required
Link	Corridor, room to room, external
Age	KS1, KS2, KS3, KS4, Post 16

Purpose

This medium sized space provides a calm environment where pupils can learn to eat at a table with others.

It enables staff to provide active support for pupils with space to eat together.

Adjacencies

- The kitchen and servery are directly connected to the hall.
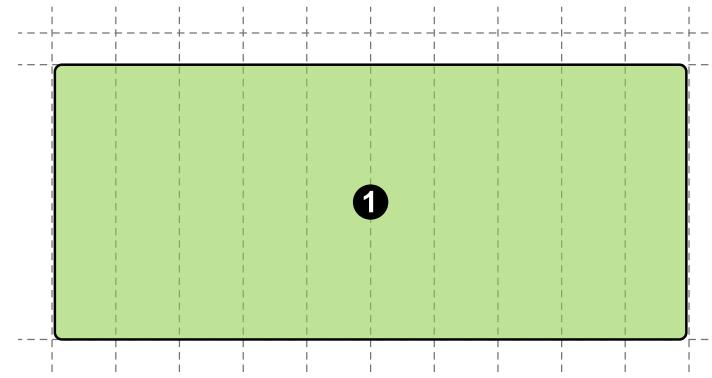
① Dining

DIN0027

SEND dining: Large

Grid	Small hall
Type	Enclosed, semi-enclosed
Flexible	No
Window	Required
Link	Corridor, room to room, external
Age	KS1, KS2, KS3, KS4, Post 16

Purpose

This large sized space provides a calm environment where pupils can learn to eat at a table with others.

It enables staff to provide active support for pupils with space to eat together.

Adjacencies

- The kitchen and servery are directly connected to the hall.

1 Dining

DIN0028

3.15.6 Dispersed: SEND dining

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor External (where required)
Age	KS1, KS2, KS3, KS4, Post 16

Purpose

To provide a calm environment, where pupils can learn to eat at a table with others in an appropriate suite of spaces.

To enable staff to provide active support for pupils, with space to eat together.

This space can also be used for satellite dining in mainstream settings.

Adjacencies

- This space should be adjacent to related accommodation in a suite.
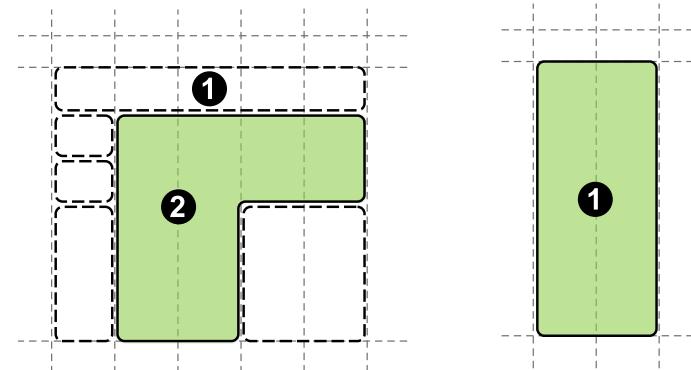
1 Space open to corridor

2 Dining/life skills

1 Dining/life skills

DIN0029

DIN0050

3.15.7 Serveries and stores

Servery / store: Small

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Room to room
Age	All

Purpose

A small sized servery to serve most hot and cold meals, facilitate an efficient and calm process for all pupils with space for viewing, selecting and collecting food and drinks.

The servery space can also be used as the chair and table store.

The minimum length of the servery counter is to equate to the length of a bain-marie per form of entry. It is also proportional to the pupil numbers being served.
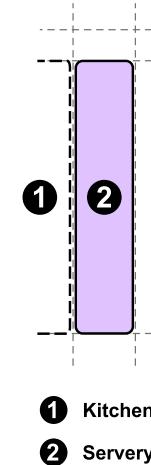
1 Kitchen

2 Servery

DIN0030

Adjacencies

- The servery will provide a circulation route between the kitchen and dining space.
- The servery will be separated from the main dining space to prevent disruption to other activities outside of mealtime.

Servery / store: Large

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Room to room
Age	All

Purpose

A large sized servery to serve most hot and cold meals, facilitate an efficient and calm process for all pupils with space for viewing, selecting and collecting food and drinks.

The servery space can also be used as the chair and table store.

The minimum length of the servery counter is to equate to the length of a bain-marie per form of entry. It is also proportional to the pupil numbers being served.
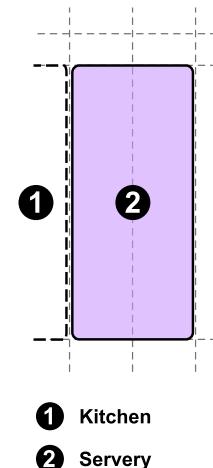
1 Kitchen

2 Servery

DIN0031

Adjacencies

- The servery will provide a circulation route between the kitchen and dining space.
- The servery will be separated from the main dining space to prevent disruption to other activities outside of mealtime.

Dining store

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Room to room
Age	All

Purpose

A store for dining equipment and furniture.

Adjacencies

- The store will be adjacent or close by the hall.

1 Dining

2 Store
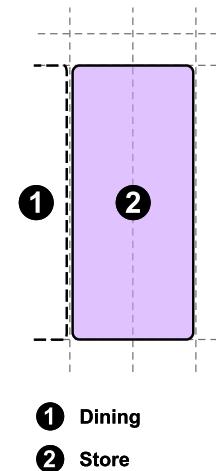
DIN0032

Satellite servery: Small

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Room to room
Age	KS1, KS2, KS3, KS4, Post 16, FE

Purpose

A small sized satellite servery is a stand-alone facility to serve food including 'grab and go' options.

It consists of a counter area, store and preparation area and can be closed off from the dining space when not in use.

The minimum length of the servery counter is proportional to the pupil numbers being served.

Adjacencies

- The satellite servery can be part of the informal dining space.

1 Informal dining

2 Servery

DIN0033

Satellite servery: Large

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Room to room
Age	KS1, KS2, KS3, KS4, Post 16, FE

Purpose

A large sized satellite servery is a stand-alone facility to serve food including 'grab and go' options.

It consists of a counter area, store and preparation area and can be closed off from the dining space when not in use.

The minimum length of the servery counter is proportional to the pupil numbers being served.

Adjacencies

- The satellite servery can be part of the informal dining space.

1 Informal dining

2 Servery

DIN0034

Outdoor servery kiosk

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor, room to room
Age	KS3, KS4, Post 16, FE

Purpose

This space is a stand-alone facility to serve food to an outdoor dining space.

It consists of a counter area and store.

Adjacencies

- The outdoor kiosk is located to support the outdoor dining space and supplement the other serveries within the building.

3.15.8 Kitchens

Primary kitchen: Small

Grid	General
Type	Enclosed
Flexible	No
Window	Recommended
Link	Corridor, room to room, external
Age	KS1, KS2, (KS3, KS4 where required)

Purpose

This small sized space is suitable for very small Primary and very small Special schools and is for preparation of hot and cold meals with adequate space for different meal options.

This kitchen will include dry store, lobbied changing area and a toilet for catering staff.

The space shall be supplemented by a servery.
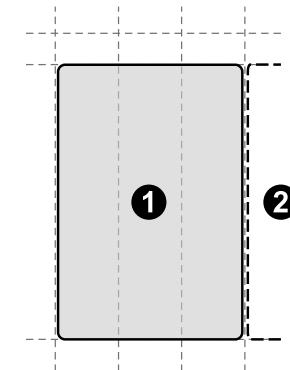
1 Kitchen

2 Servery

DIN0035

Adjacencies

- The kitchen will have a circulation route to the dining space through the servery.
- The kitchen will have direct access to a secure service yard for deliveries and waste collections.

Primary kitchen: Medium

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room, external
Age	KS1, KS2, (KS3, KS4 where required)

Purpose

This medium sized space is suitable for Primary and Special schools and is for preparation of hot and cold meals with adequate space for different meal options.

This kitchen will include dry store, lobbied changing area and a toilet for catering staff.

Adjacencies

- The kitchen will have a circulation route to the dining space through the servery.
- The kitchen will have direct access to a secure service yard for deliveries and waste collections.

1 Kitchen

2 Servery
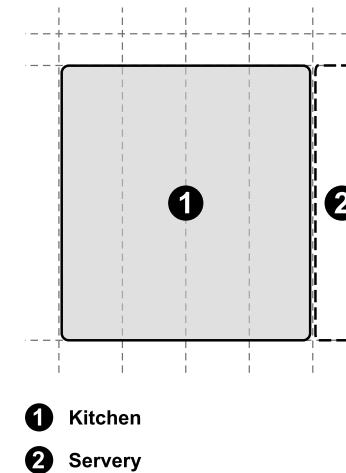
DIN0036

Primary kitchen: Large

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room, external
Age	KS1, KS2, (KS3, KS4 where required)

Purpose

This large sized space is suitable for Primary and Special schools and is for preparation of hot and cold meals with adequate space for different meal options.

This kitchen will include dry store, lobbied changing area and a toilet for catering staff.

Adjacencies

- The kitchen will have a circulation route to the dining space through the servery.
- The kitchen will have direct access to a secure service yard for deliveries and waste collections.
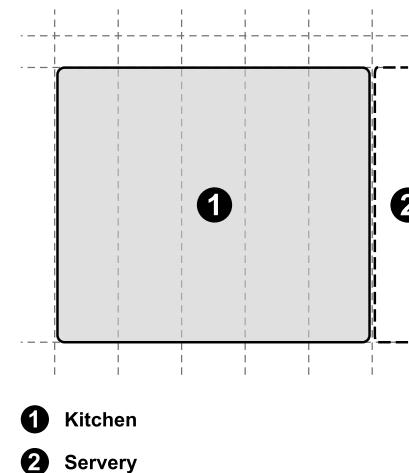
① Kitchen
② Servery

DIN0037

Primary kitchen cluster

Grid	General
Type	Enclosed
Flexible	No
Window	Recommended
Link	Corridor, room to room, external
Age	KS1, KS2, (KS3, KS4 where required)

Purpose

This cluster is suitable for very small Primary and very small Special schools and is for preparation of hot and cold meals with adequate space for different meal options.

This kitchen will include dry store, lobbied changing area and a toilet for catering staff.

The space includes a servery.
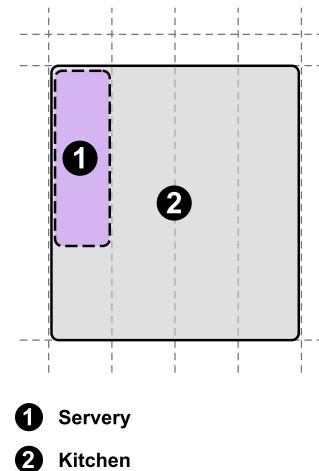
1 Servery
2 Kitchen

DIN0049

Kitchen / Hall service cluster: Small

Grid	Medium hall
Type	Enclosed
Flexible	No
Window	Required (to kitchen)
Link	Corridor, room to room, external
Age	All

Purpose

This small kitchen/hall service cluster integrates the kitchen, servery, hall store and plant rooms onto a Medium hall grid.

The kitchen is for preparation of hot and cold meals with adequate space for different meal options. This kitchen will include dry store, lobbied changing area and a toilet for catering staff.

For Primary and some Special schools the servery space is also for use as the chair and table store.

The minimum length of the servery counter is to equate to the length of a bain-marie per form of entry. It is also proportional to the pupil numbers being served.
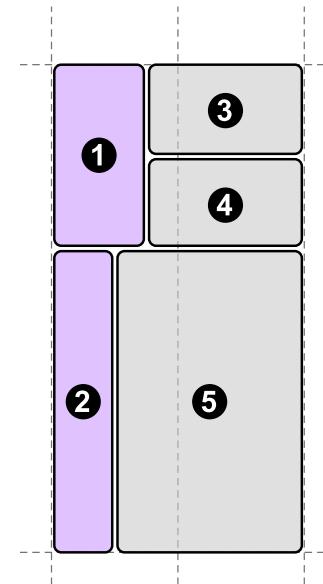
1 Store
2 Servery and furniture store
3 Plant room
4 Plant room
5 Kitchen

DIN0038

The store can be used for activity space equipment supporting the hall.

This cluster height can follow the General grid where the additional vertical space cannot be effectively utilised.

Adjacencies

- The kitchen will have a circulation route to the dining space through the servery.
- The kitchen will have direct access to a secure service yard for deliveries and waste collections.

Kitchen / Hall service cluster: Medium

Grid	Medium hall
Type	Enclosed
Flexible	No
Window	Required (to kitchen only)
Link	Corridor, room to room, external
Age	All

Purpose

This medium sized kitchen/hall service cluster integrates the kitchen, servery, hall store, plant rooms and toilet onto a Medium hall grid.

The kitchen is for preparation of hot and cold meals with adequate space for different meal options. This kitchen will include dry store, lobbied changing area and a toilet for catering staff.

For Primary and some Special schools the servery space is also for use as the chair and table store.

The minimum length of the servery counter is to equate to the length of a bain-marie per form of entry. It is also proportional to the pupil numbers being served.
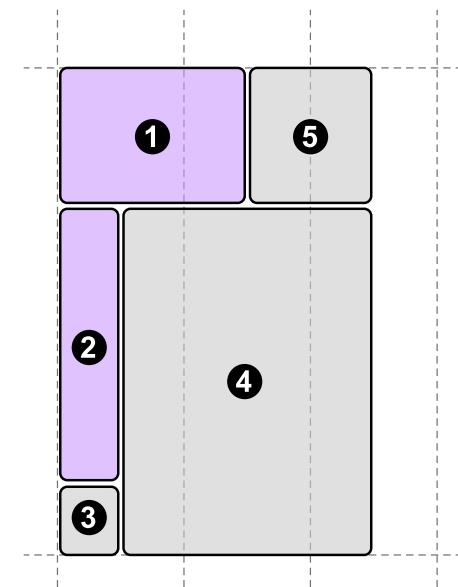
1. Store
2. Servery and furniture store
3. Toilet
4. Kitchen
5. Plant room

DIN0039

The store can be used for activity space equipment supporting the hall.

This cluster height can follow the General grid where the additional vertical space cannot be effectively utilised.

The toilet can be accessed from either the hall or the adjacent circulation, or the space reassigned to provide a community kitchenette.

Adjacencies

- The kitchen will have a circulation route to the dining space through the servery.
- The kitchen will have direct access to a secure service yard for deliveries and waste collections.

Secondary kitchen: Extra-small

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room, external
Age	KS3, KS4, Post 16, FE

Purpose

This extra-small sized Secondary school space is for preparation and serving of hot and cold meals with adequate space for different meal options.

The space includes a food servery area directly connected to the dining space.

It also includes dry, cold and freezer stores, lobbied changing area and toilet for catering staff and an office area.

Adjacencies

- The kitchen has direct access to the dining space.
- The kitchen has direct access to a secure service yard for deliveries and waste collections.

1 Kitchen

DIN0040

Secondary kitchen: Small

Grid	General, Medium hall
Type	Enclosed
Flexible	No
Window	Recommended
Link	Corridor, room to room, external
Age	KS3, KS4, Post 16, FE

Purpose

This small sized Secondary school space is for preparation and serving of hot and cold meals with adequate space for different meal options.

The space includes a food servery area directly connected to the dining space.

It also includes dry, cold and freezer stores, lobbied changing area and toilet for catering staff and an office area.

Adjacencies

- The kitchen has direct access to the dining space.
- The kitchen has direct access to a secure service yard for deliveries and waste collections.

1 Kitchen   DIN0041

1 Kitchen   DIN0042

Secondary kitchen: Medium

Grid	General, Medium hall
Type	Enclosed
Flexible	No
Window	Recommended
Link	Corridor, room to room, external
Age	KS3, KS4, Post 16, FE

Purpose

This medium sized Secondary school space is for preparation and serving of hot and cold meals with adequate space for different meal options.

The space includes a food servery area directly connected to the dining space.

It also includes dry, cold and freezer stores, lobbied changing area and toilet for catering staff and an office area.

Adjacencies

- The kitchen has direct access to the dining space.
- The kitchen has direct access to a secure service yard for deliveries and waste collections.

1 Kitchen   DIN0043

1 Kitchen   DIN0044

Secondary kitchen: Large

Grid	Medium hall
Type	Enclosed
Flexible	No
Window	Recommended
Link	Corridor, room to room, external
Age	KS3, KS4, Post 16, FE

Purpose

This large sized Secondary school space is for preparation and serving of hot and cold meals with adequate space for different meal options.

The space includes a food servery area directly connected to the dining space.

It also includes dry, cold and freezer stores, lobbied changing area and toilet for catering staff and an office area.

Adjacencies

- The kitchen has direct access to the dining space.
- The kitchen has direct access to a secure service yard for deliveries and waste collections.

1 Kitchen

DIN0045

Secondary kitchen: Extra-large

Grid	Medium hall
Type	Enclosed
Flexible	No
Window	Recommended
Link	Corridor, room to room, external
Age	KS3, KS4, Post 16, FE

Purpose

This extra-large sized Secondary school space is for preparation and serving of hot and cold meals with adequate space for different meal options.

The space includes a food servery area directly connected to the dining space.

It also includes dry, cold and freezer stores, lobbied changing area and toilet for catering staff and an office area.

Adjacencies

- The kitchen has direct access to the dining space.
- The kitchen has direct access to a secure service yard for deliveries and waste collections.

① Kitchen

DIN0046

3.15.9 Kitchenettes

Staff kitchenette

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor
Age	Adult

Purpose

Staff kitchenettes provide space for preparing light refreshments.

This space allows for storage and managing waste.

Staff kitchenettes will form part of an appropriate cluster.
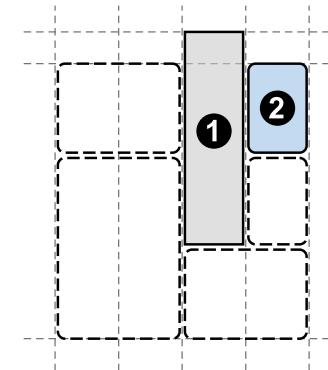
① Corridor (1.65m)   ② Kitchenette

DIN0047

Community kitchenette

Grid	All
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor
Age	Adult

Purpose

Community kitchenettes are a space to provide refreshments for clubs and out of hours events, and to support ancillary school activities.

Community kitchenettes will form part of an appropriate cluster, such as that shown on the Large spaces grid.
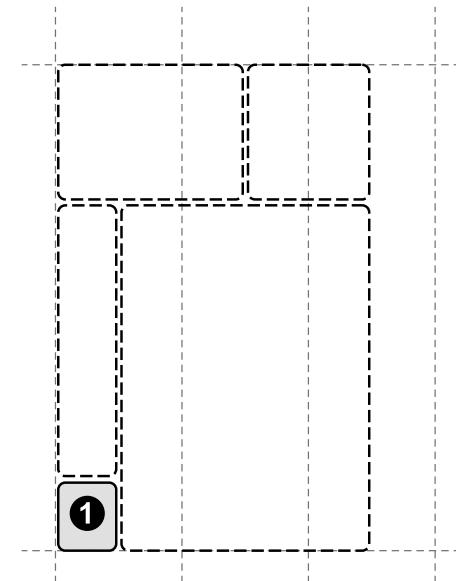
1 Community kitchenette

DIN0048

3.16 Performance and assembly (PER)

3.16.1 General requirements

Summary

Purpose

The main hall serves as a focal space for assemblies, performances, events, and physical activities, fostering school community and communication.

These spaces flexibly support a wide of range of activities including teaching and learning, dining, examinations, performance, PE, religious worship and activities for larger groups (year groups, or breakfast/after school clubs, parent evenings).

Access from adjacent circulation into halls, and any spaces used for performance, shall recognise performance and audience location. These spaces can be combined with music practice spaces and drama studios as part of a performing arts suite.

Adjacencies

- These spaces shall be close to the main entrance.
- Toilets and, where provided, drama changing will be located close to the hall spaces.
- Spaces will be adjacent to the control room.

3.16.2 Primary main halls

Primary hall: Small

Grid	Medium hall
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room, external
Age	EY, KS1, KS2

Purpose

The small sized Primary hall provides for a wide of range of activities, including assembly, dining and PE.

The space will also support community activities, parent evenings, specific acts of worship and other teaching and learning activities.

Adjacencies

- The space will be adjacent to the kitchen and servery.
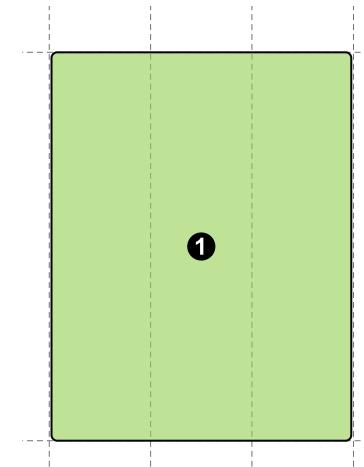
❶ Small primary hall

PER0001

Primary hall: Large

Grid	Medium hall
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room, external
Age	EY, KS1, KS2

Purpose

The large sized Primary hall provides for a wide of range of activities, including assembly, dining and PE.

The space will also support community activities, parent evenings, specific acts of worship and other teaching and learning activities.

Adjacencies

- The space will be adjacent to the kitchen and servery.
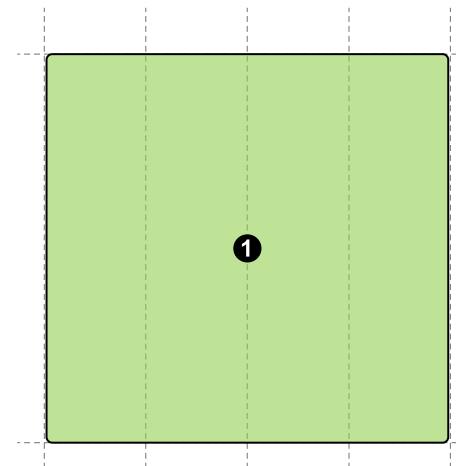
❶ Large primary hall

PER0002

3.16.3 Multi-purpose halls

Multi-purpose hall: Small

| Grid	Small hall, Medium hall
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room, external
Age	KS1, KS2, KS3, KS4, Post 16, FE

Purpose

The small sized multi-purpose hall combines the main hall and activity studio to flexibly provide for a wide of range of activities.

The space shall be fitted with a full height and full width movable partition with pass door.

Adjacencies

- The space will be adjacent to the kitchen and servery.
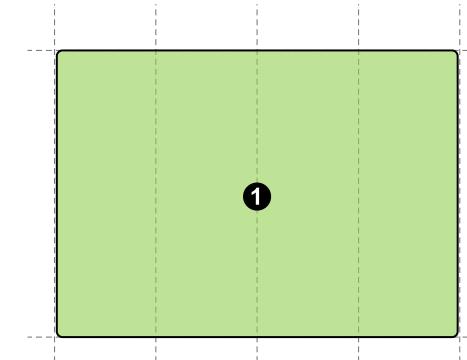
① Multi-purpose hall

PER0003
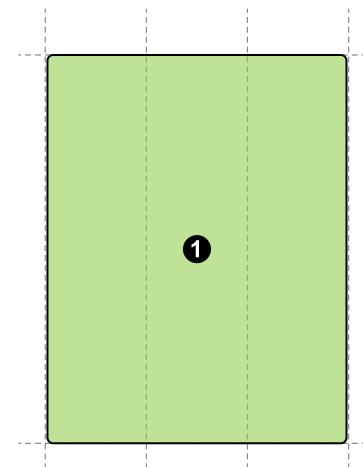
① Multi-purpose hall

PER0004

Multi-purpose hall: Medium

Grid	Small hall, Medium hall
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room, external
Age	KS1, KS2, KS3, KS4, Post 16, FE

Purpose

The medium sized multi-purpose hall combines the main hall and activity studio to flexibly provide for a wide of range of activities.

When on the Small hall grid this space shall be fitted with a full height and full width movable partition with pass door.

When on the Medium hall grid this space can be fitted with a full height and full width movable partition with pass door.

Adjacencies

- The space will be adjacent to the kitchen and servery.
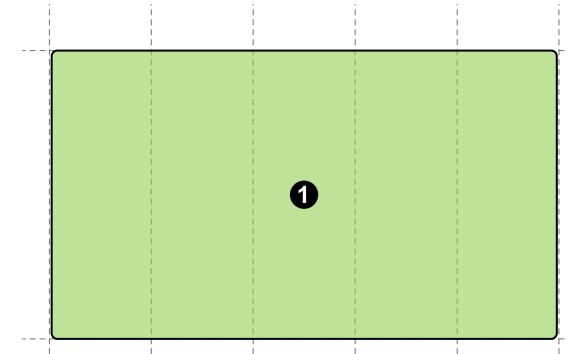
① Multi-purpose hall

PER0005
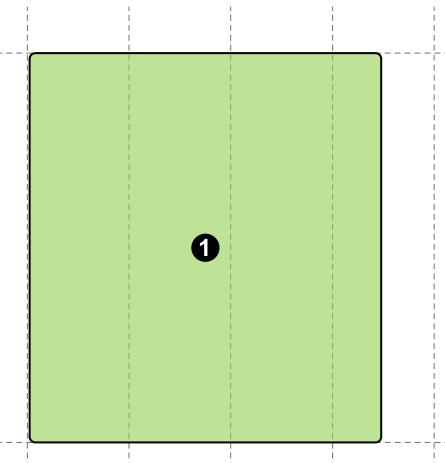
① Multi-purpose hall

PER0006

Multi-purpose hall: Large

Grid	Medium hall
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room, external
Age	KS1, KS2, KS3, KS4, Post 16, FE

Purpose

The large sized multi-purpose hall combines the main hall and activity studio to flexibly provide for a wide of range of activities.

The space can be fitted with a full height and full width movable partition with pass door.

Adjacencies

- The space will be adjacent to the kitchen and servery.
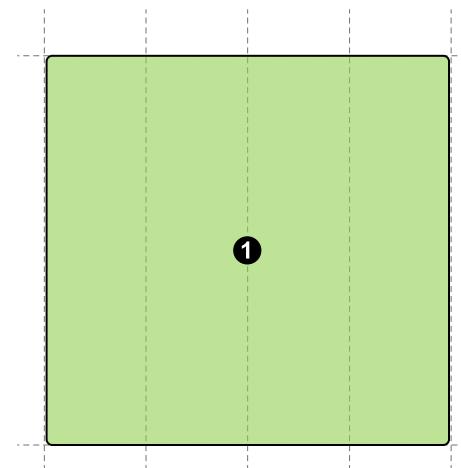
1 Multi-purpose hall

PER0007

Multi-purpose hall: Extra-large

Grid	Medium hall
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room, external
Age	KS1, KS2, KS3, KS4, Post 16, FE

Purpose

The extra-large sized multi-purpose hall combines the main hall and activity studio to flexibly provide for a wide of range of activities.

The space shall be fitted with a full height and full width movable partition with pass door.

Adjacencies

- The space will be adjacent to the kitchen and servery.
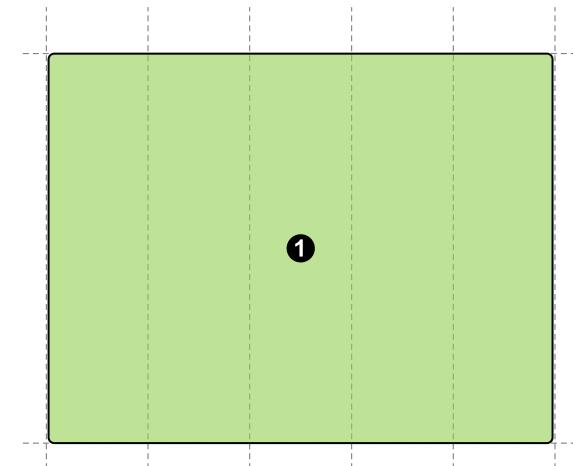
① Multi-purpose hall

PER0008

3.16.4 Secondary main halls

Secondary main hall: Small

| Grid	Medium hall, Large spaces
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room, external
Age	KS3, KS4, Post 16, FE

Purpose

This small sized space flexibly supports a wide of range of activities including assemblies, teaching and learning and performances with a stage lighting system.

This space has a raised mobile stage and an audience seating area.

The main hall can be located with music, drama and media studies spaces to create a performing arts suite.

1 Secondary main hall

PER0009

1 Secondary main hall
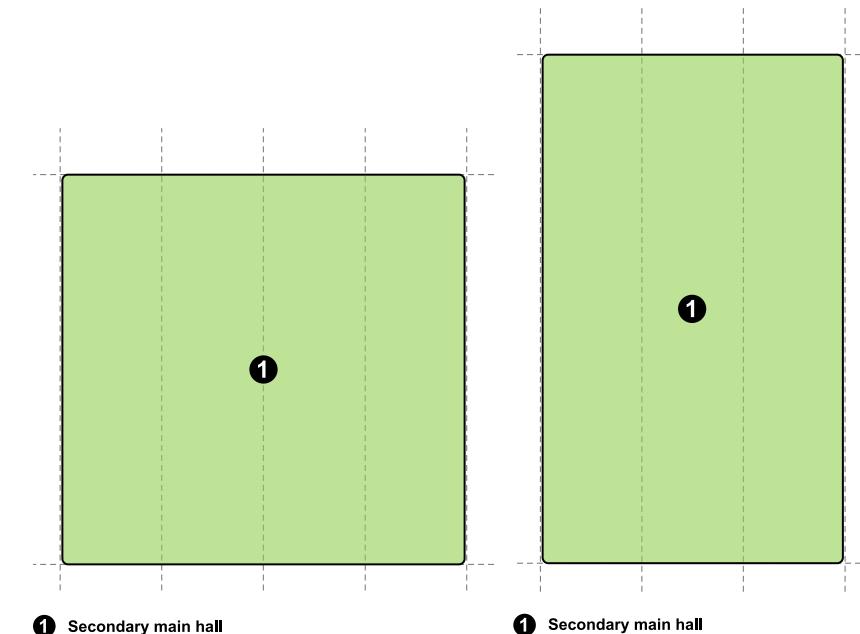
PER0010

Adjacencies

- Can be located near a teaching space for drama which can be used as a 'green room' for the hall during performances.
- Audio and visual controls can be provided from within the hall to an adjacent control room.
- Storage spaces can be positioned to act as an acoustic buffer between the hall and drama spaces.
- Where this space is located on the Large spaces grid adjacent to the Activity studio it shall be fitted with a full height and full width movable partition with pass door to link the spaces.

Secondary main hall: Medium

| Grid	Medium hall, Large spaces
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room, external
Age	KS3, KS4, Post 16, FE

Purpose

This medium sized space flexibly supports a wide of range of activities, including assemblies, teaching and learning and performances with a stage lighting system.

This space has retractable bleacher seating and audience seating.

The main hall can be located with music, drama and media studies spaces to create a performing arts suite.

❶ Secondary main hall   **PER0011**

❶ Secondary main hall   **PER0012**

Adjacencies

- Can be located near a teaching space for drama which can be used as a 'green room' for the hall during performances.
- Audio and visual controls can be provided from within the hall to an adjacent control room.
- Storage spaces can be positioned to act as an acoustic buffer between the hall and drama spaces.
- Where this space is located on the Large spaces grid adjacent to the Activity studio it shall be fitted with a full height and full width movable partition with pass door to link the spaces.

Secondary main hall: Large

Grid	Medium hall, Large spaces
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room, external
Age	KS3, KS4, Post 16, FE

Purpose

This large sized space flexibly supports a wide of range of activities, including assemblies, teaching and learning and performances with a stage lighting system.

This space has retractable bleacher seating and audience seating.

The main hall can be located with music, drama and media studies spaces to create a performing arts suite.

Where this space is on the Medium hall grid it can be subdivided with a full height and full width movable partition with pass door.

1 Secondary main hall

PER0013
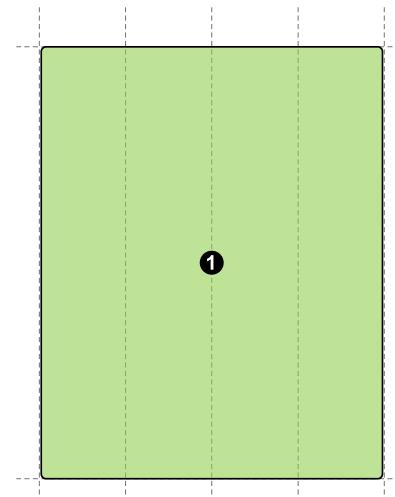
1 Secondary main hall

PER0014

Adjacencies

- Can be located near a teaching space for drama which can be used as a 'green room' for the hall during performances.
- Audio and visual controls can be provided from within the hall to an adjacent control room.
- Storage spaces can be positioned to act as an acoustic buffer between the hall and drama spaces.

Secondary main hall: Extra-large

Grid	Medium hall, Large spaces
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room, external
Age	KS3, KS4, Post 16, FE

Purpose

This extra-large sized space flexibly supports a wide of range of activities, including assemblies, teaching and learning and performances with a stage lighting system.

This space has retractable bleacher seating and audience seating.

The main hall can be located with music, drama and media studies spaces to create a performing arts suite.

Where this space is on the Medium hall grid it can be subdivided with a full height and full width movable partition with pass door.

❶ Secondary main hall

PER0015

❶ Secondary main hall

PER0016

Adjacencies

- Can be located near a teaching space for drama which can be used as a 'green room' for the hall during performances.
- Audio and visual controls can be provided from within the hall to an adjacent control room.
- Storage spaces can be positioned to act as an acoustic buffer between the hall and drama spaces.

3.16.5 Performance hall stores

Performance hall store cluster: Small

Grid	Small hall
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room
Age	KS3, KS4, Post 16, FE

Purpose

To provide storage facilities to support performance spaces.

Spaces can be cleared to provide occasional use as access to performing arts area during performances. This may require corridor access.

Adjacencies

- Direct or adjacent to the performance space.
- Doors into stores should be located furthest away from any performing arts or stage area.

❶ Store

PER0018

Performance hall store cluster: Large

Grid	Medium hall
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room
Age	KS3, KS4, Post 16, FE

Purpose

To provide storage facilities to support performance spaces.

Spaces can be cleared to provide occasional use as access to performing arts area during performances. This may require corridor access.

Adjacencies

- Direct or adjacent to the performance space.
- Doors into stores should be located furthest away from any performing arts or stage area.

1 Store
2 Store

PER0017

3.17
Music and drama (MDR)

3.17.1 General requirements

Purpose

Music and drama spaces provide dedicated areas for creative expression, rehearsals, and performances, enhancing pupils' artistic and communication skills.

These spaces include music practice rooms to support group and one to one teaching, and practice in different group sizes.

They are supported with specialist storage accessed from circulation or directly from teaching rooms.

Drama teaching spaces can be used as rehearsal and 'green rooms' during performances.

Drama spaces include lighting systems for teaching and performance purposes.

Can be located with main halls to provide a performing arts suite.

Adjacencies

- Drama storage spaces can act as acoustic buffer and lobby between the main hall and drama spaces.

3.17.2 Music

Music classroom

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room
Age	KS3, KS4, Post 16, FE

Purpose

This space is for music teaching, performance, composing and theory.

This space can alternatively be used for the teaching of drama where adjacent to larger performance spaces.

Adjacencies

*   These spaces can be connected to music practice spaces.
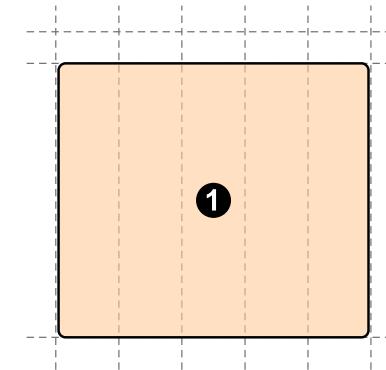
1 Music room

MDR0001

Music and drama classroom: Small

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room
Age	KS1, KS2

Purpose

This small space is for music teaching, performance, composing and theory.

This space can alternatively be used for the teaching of drama where adjacent to larger performance spaces.

Adjacencies

- These spaces can be connected to music practice spaces.
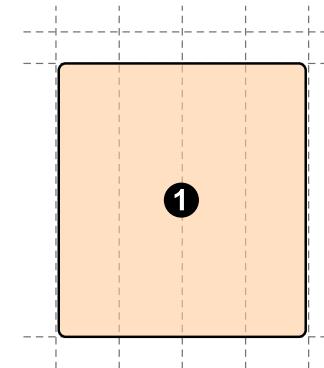
1 Music and drama classroom

MDR0011

Music and drama classroom: Large

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room
Age	KS3, KS4, Post 16, FE

Purpose

This space is for music and drama teaching, composing and theory with space for performances to a small audience.

It can also be used as part of larger school performances as a 'green room'.

Adjacencies

- These spaces can be connected to music practice spaces.
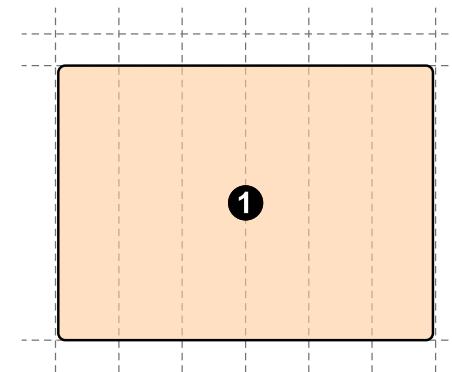
1 Music and drama classroom

MDR0002

Practice rooms cluster: Type 1

Grid	General
Type	Enclosed
Flexible	Yes
Window	Not required
Link	Corridor, room to room
Age	KS3, KS4, Post 16, FE

Purpose

These are small sized spaces for music practice in different group sizes and one to one teaching.

There are practice rooms of different sizes, including a larger room suitable for drum kits and group music making.

Adjacencies

- This cluster can be connected to a music teaching room to provide passive supervision of the practice rooms.
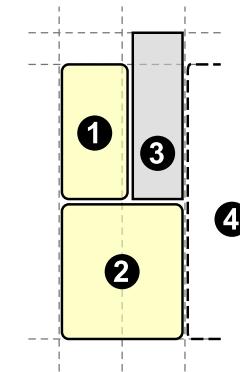
1 Small practice
2 Medium practice
3 Corridor (1.4m)
4 Music and drama classroom

MDR0003

Practice rooms cluster: Type 2

Grid	General
Type	Enclosed
Flexible	Yes
Window	Not required
Link	Corridor, room to room
Age	KS3, KS4, Post 16, FE

Purpose

This is a small cluster for music practice with associated storage.

Adjacencies

- This cluster can be connected to a music teaching room to provide passive supervision of the practice rooms.

1. Store
2. Small practice
3. Corridor (1.4m)
4. Music and drama classroom
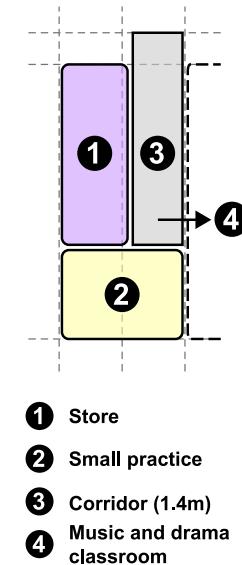
MDR0004

Practice rooms cluster: Type 3

Grid	General
Type	Enclosed
Flexible	Yes
Window	Not required
Link	Corridor, room to room
Age	KS3, KS4, Post 16, FE

Purpose

This is a larger cluster for music practice in different group sizes and one to one teaching.

There are practice rooms of different sizes, including a larger room suitable for drum kits and group music making.

Adjacencies

- This cluster can be connected to a music teaching room to provide passive supervision of the practice rooms.
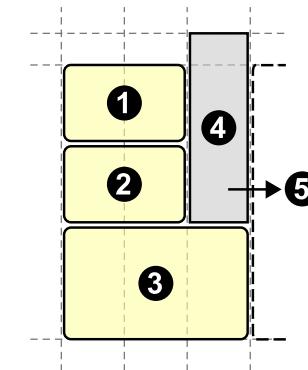
1. Small practice
2. Small practice
3. Large practice room
4. Corridor (1.65m)
5. Music teaching room

MDR0005

Practice rooms cluster: Type 4

Grid	General
Type	Enclosed
Flexible	Yes
Window	Not required
Link	Corridor, room to room
Age	KS3, KS4, Post 16, FE

Purpose

This is a larger cluster for music practice in different group sizes and one to one teaching and associated storage.

A recording space is connected to the large practice room and also the adjacent music teaching room.

There are practice rooms of different sizes, including a larger room suitable for drum kits and group music making.

Adjacencies

- This cluster can be connected to a music teaching room to provide passive supervision of the practice rooms.
- Music storage included which can be accessed from ancillary corridor or music teaching room.

1	Small practice	5	Store
2	Small practice	6	Recording room
3	Large practice room	7	Store
4	Corridor (1.65m)	8	Music teaching room
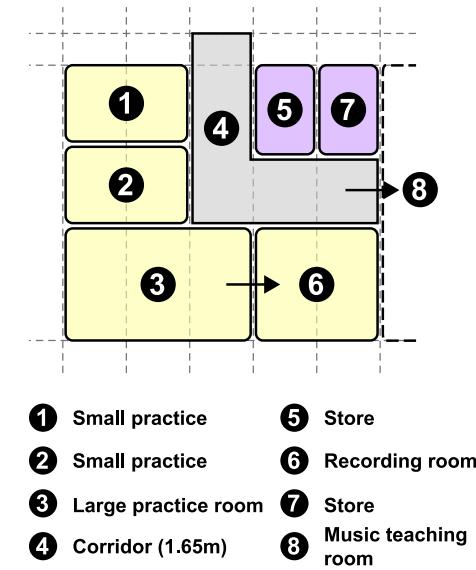
MDR0006

3.17.3 Drama

Drama studio

Grid	Medium hall, (General only where in suite with main hall)
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room
Age	KS3, KS4, Post 16, FE

Purpose

This space is for drama teaching, rehearsal and can be used a 'green room' during performances.

The space can be located with stores, music spaces and main halls to provide a performing arts suite.

The drama studio can be located on the General grid only, where it forms part of a suite with main halls and activity studios.
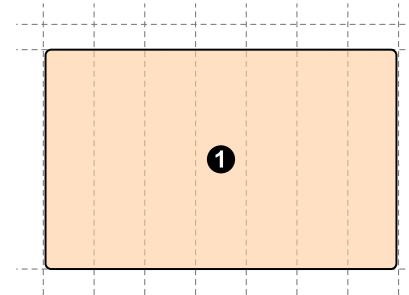
1 Drama studio   **MDR0007**
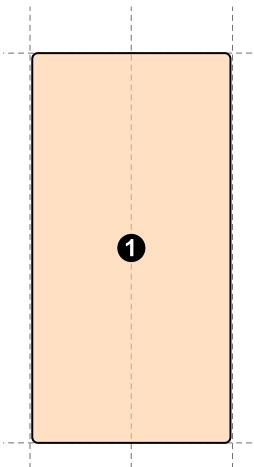
1 Drama studio   **MDR0008**

Drama store

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor, room to room
Age	KS3, KS4, Post 16, FE, Adult (staff)

Purpose

This is specialist storage space for drama.

Adjacencies

- Should be directly adjacent to drama studio.

1 Store   **1** Store

MDR0009   **MDR0010**
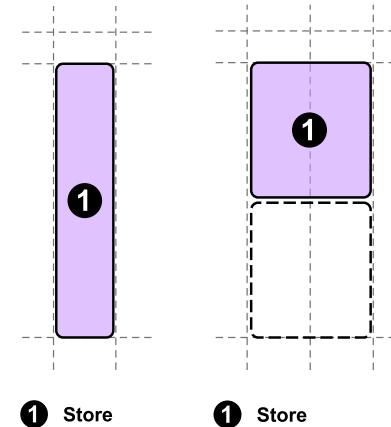
3.18
Library and LRC (LIB/LRC)

3.18.1 General requirements

Summary

Purpose

These spaces provide pupils with access to books, digital resources, and quiet areas for reading and studying, fostering literacy, research skills and academic exploration.

They hold books and other reference material, and access to digital media, that can be used by pupils and staff, for reading, studying, group/class, and recreational activities.

The space shall have one area for entrance and exit, which can be controlled for library purposes.

Where a faith room is required then additional smaller library spaces can be repurposed for this need.

3.18.2 Library / LRC: Primary / Secondary

Primary / SEND library: Small

Grid	General
Type	Enclosed, semi-enclosed, open
Flexible	No
Window	Required
Link	Corridor
Age	EY, KS1, KS2, KS3, KS4

Purpose

This small sized library space for pupils and staff for reading, studying and group activities.

This space is suitable for Primary and Special schools.

Adjacencies

- Can be positioned next to the practical classroom as an integrated space for project work.
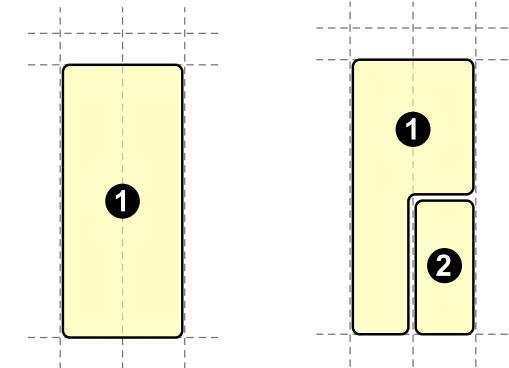
1 Library

1 Library
2 One to one room

LIB0001   **LIB0025**

Primary / SEND library: Medium

Grid	General
Type	Enclosed, semi-enclosed, open
Flexible	No
Window	Required
Link	Corridor
Age	EY, KS1, KS2, KS3, KS4

Purpose

This is a medium sized library space for pupils and staff for reading, studying and group activities.

This space is suitable for Primary and Special schools.

Adjacencies

- Can be positioned next to the practical classroom as an integrated space for project work.
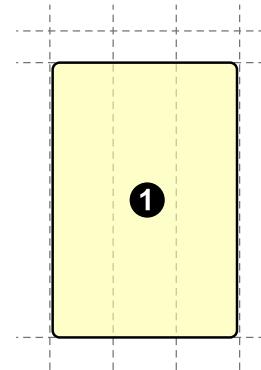
1 Library

LIB0002

Primary / SEND library: Large

Grid	General
Type	Enclosed, semi-enclosed, open
Flexible	No
Window	Required
Link	Corridor
Age	EY, KS1, KS2, KS3, KS4

Purpose

This is a large sized library space for pupils and staff for reading, studying, group activities and recreational activities.

This space is suitable for Primary and Special schools.

Adjacencies

- Can be positioned next to the practical classroom as an integrated space for project work.
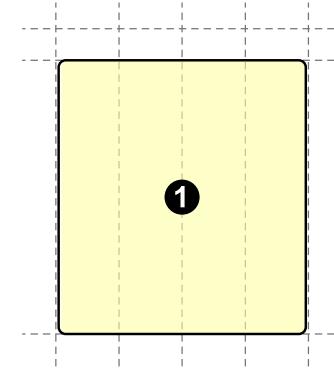
1 Library

LIB0003

3.18.3: Library cluster: Primary

Grid	General
Type	Enclosed, semi-enclosed, open
Flexible	No
Window	Required
Link	Corridor
Age	EY, KS1, KS2

Purpose

A cluster that can be used by pupils and staff for reading, studying and group activities.

This library is open plan and combined with SEN spaces to support flexible use and support numeracy and literacy activities.

The SEN spaces can be enclosed if required.
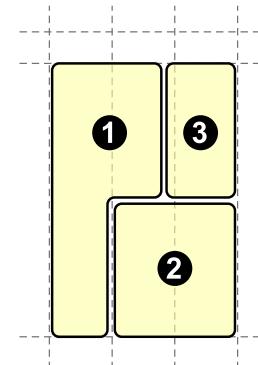
1 Library
2 Medium group room
3 Small group room

LIB0004
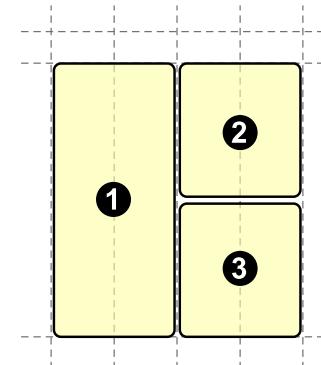
1 Library
2 Medium group room
3 Medium group room

LIB0024

3.18.4 Library / LRC: Secondary

Secondary library / LRC: Extra-small

Grid	General, Small hall
Type	Enclosed, semi-enclosed, open
Flexible	No
Window	Required
Link	Corridor External (where required)
Age	KS3, KS4, Post 16, FE

Purpose

This is an extra-small sized Secondary library / LRC space including storage that can be used by pupils/students and staff for reading, independent study, class reading lessons, group activities and recreational activities.

Adjacencies

- Where applicable, the library satellite can be attached to this space.
- The library can form part of a suite of spaces to support out of hours study.

① Library/LRC
② Store   **LIB0005**

① Library/LRC
② Store   **LIB0006**

- The library can be located close to the English department or sixth form.

Secondary library / LRC: Small

Grid	General, Small hall
Type	Enclosed, semi-enclosed, open
Flexible	No
Window	Required
Link	Corridor External (where required)
Age	KS3, KS4, Post 16, FE

Purpose

This is a small sized Secondary library / LRC space including storage that can be used by pupils/students and staff for reading, independent study, class reading lessons, group activities and recreational activities.

Adjacencies

- Where applicable, the library satellite can be attached to this space.
- The library can form part of a suite of spaces to support out of hours study.
- The library can be located close to the English department or sixth form.

1 Library/LRC
2 Store

LIB0007

1 Library/LRC
2 Store

LIB0008

Secondary library / LRC: Medium

Grid	Small hall, Medium hall
Type	Enclosed, semi-enclosed, open
Flexible	No
Window	Required
Link	Corridor External (where required)
Age	KS3, KS4, Post 16, FE

Purpose

This is a medium sized Secondary library / LRC space including storage that can be used by pupils/students and staff for reading, independent study, class reading lessons, group activities and recreational activities.

Adjacencies

- Where applicable, the library satellite can be attached to this space.
- The library can form part of a suite of spaces to support out of hours study.
- The library can be located close to the English department or sixth form.

1 Library/LRC
2 Store

LIB0009

1 Library/LRC
2 Store

LIB0010

Secondary library / LRC: Large

Grid	Small hall, Medium hall
Type	Enclosed, semi-enclosed, open
Flexible	No
Window	Required
Link	Corridor External (where required)
Age	KS3, KS4, Post 16, FE

Purpose

This is a large sized Secondary library / LRC space including storage that can be used by pupils/students and staff for reading, independent study, class reading lessons, group activities and recreational activities.

Adjacencies

- Where applicable, the library satellite can be attached to this space.
- The library can form part of a suite of spaces to support out of hours study.
- The library can be located close to the English department or sixth form.

❶ Library/LRC
❷ Store

LIB0011

❶ Library/LRC
❷ Store

LIB0012

3.18.5 Library / LRC clusters

Library / LRC cluster: Type 1

| Grid	General
Type	Enclosed, semi-enclosed, open
Flexible	No
Window	Required
Link	Corridor, room to room External (where required)
Age	KS3, KS4, Post 16, FE

Purpose

This is a medium sized sub-divided space that has one large area for reading, independent study, group activities and recreational activities.

It also contains three group rooms to accommodate group and individual study or learning activity.

Adjacencies

- Where applicable, the library satellite can be attached to this space.
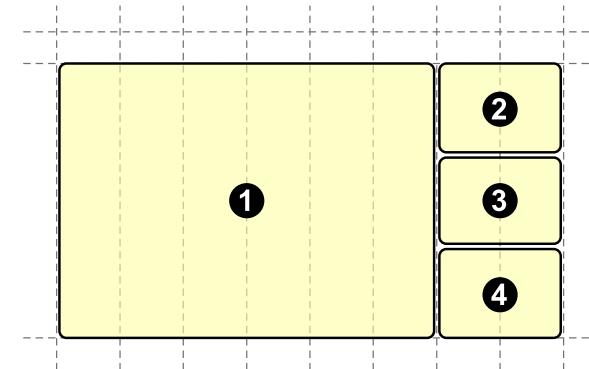

1 Learning resource centre
2 Small group room
3 Small group room
4 Small group room

LIB0013

Library / LRC cluster: Type 2

Grid	General
Type	Enclosed, semi-enclosed, open
Flexible	No
Window	Required
Link	Corridor, room to room External (where required)
Age	KS3, KS4, Post 16, FE

Purpose

This is a large sized sub-divided space that has one large area for reading, independent study, group activities, and recreational activities.

The space also contains carrel study spaces and three group rooms of various sizes to accommodate group and individual study or learning activity.

Adjacencies

- Where applicable, the library satellite can be attached to this space.

1. Learning resource centre
2. Carrel
3. Carrel
4. Store
5. Small group room
6. Medium group room
7. Medium group room
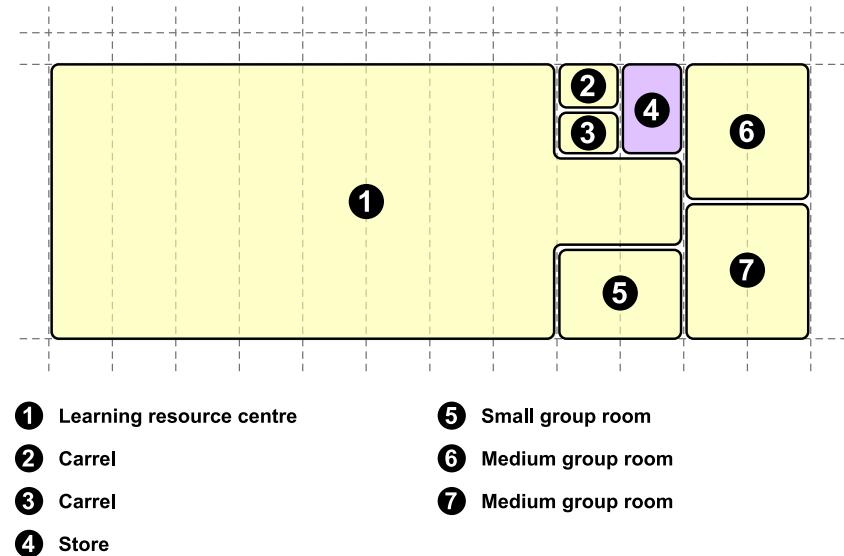
LIB0014

Library / LRC cluster: Type 3

Grid	Small hall, Medium hall
Type	Enclosed, semi-enclosed, open
Flexible	No
Window	Required
Link	Corridor, room to room External (where required)
Age	KS3, KS4, Post 16, FE

Purpose

This is a large sized library / LRC space that has one large area for reading, independent study, group activities, recreational activities.

It also includes an annexed satellite space principally for sixth form study.

① Satellite library
② Learning resource centre
③ Store

LIB0015

① Satellite library
② Learning resource centre
③ Store
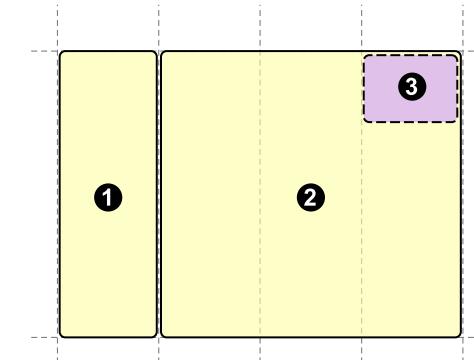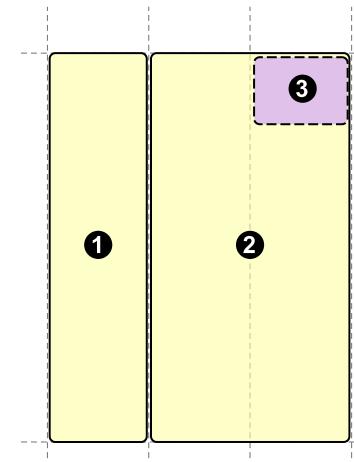
LIB0016

3.18.6 Satellite library / LRC

Satellite library / LRC: Small

Grid	General
Type	Enclosed, semi-enclosed, open
Flexible	No
Window	Required
Link	Corridor
Age	KS3, KS4, Post 16, FE

Purpose

This is a small sized satellite library / LRC space that principally supports Post 16 education as an open plan space or is generally added to another larger library to form an enclosed or semi-enclosed space.

Adjacencies

- Where applicable, the library satellite can be attached to a main library space or sixth form study space.
- The library can form part of a suite of spaces to support out of hours study.

❶ Satellite library
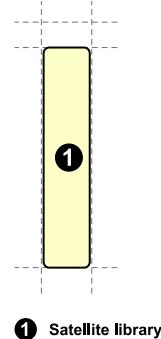
LIB0017

Satellite library / LRC: Medium

Grid	General, Small hall
Type	Enclosed, semi-enclosed, open
Flexible	No
Window	Required
Link	Corridor
Age	KS3, KS4, Post 16, FE

Purpose

This is a medium sized satellite library / LRC space that principally supports Post 16 education and is used for reading, independent study, group and recreational activities.

Adjacencies

- Where applicable, the library satellite can be attached to a main library space or sixth form study space.
- The library can form part of a suite of spaces to support out of hours study.

① Satellite library   **①** Satellite library
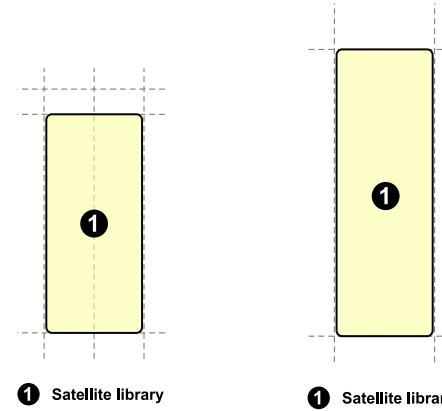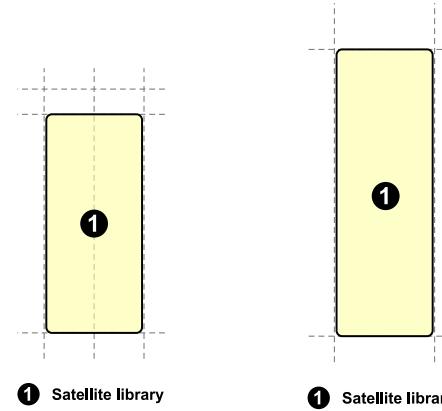
LIB0018   **LIB0019**

Satellite library / LRC: Large

Grid	General, Small hall, Medium hall
Type	Enclosed, semi-enclosed, open
Flexible	No
Window	Required
Link	Corridor
Age	KS3, KS4, Post 16, FE

Purpose

This is a large sized satellite library / LRC space that principally supports Post 16 education and is used for reading, independent study, group and recreational activities.

Adjacencies

- Where applicable, the library satellite can be attached to a main library space or sixth form study space.
- The library can form part of a suite of spaces to support out of hours study.

① Satellite library   **①** Satellite library   **①** Satellite library

LIB0020   **LIB0021**   **LIB0022**

3.18.7 Library / LRC storage

Grid	General
Type	Enclosed, semi-enclosed, open
Flexible	Yes
Window	Required
Link	Corridor
Age	KS3, KS4, Post 16, FE

Purpose

This is a room dedicated to library storage.

This room can be re-purposed flexibly as part of the library or LRC.

Adjacencies

- Directly linked to the library or open as part of the library space.
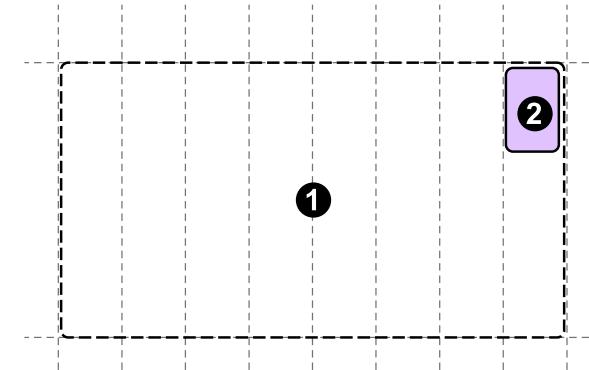
① Learning resource centre

② Store

LIB0023

3.19 Circulation (CIR)

3.19.1 General requirements

Summary

Purpose

These spaces provide horizontal and vertical internal access for all users to every space.

These spaces enable safe egress from buildings.

They support passive supervision as building users circulate.

The design of fire access and egress arrangements should be considered as part of a project fire strategy and spaces adjusted accordingly to meet specific need.

The emergency routes, including from the roof, shall be considered as part of the Fire Strategy and draft Fire Safety Management Plan.

3.19.2 Stairs

Stair cluster: Type 1

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	All

**Purpose**

This cluster is to be used as an access and escape stair and includes a refuge area.

A space for a smoke control system (SCS) is included within the service spine to create a protected stair.

There is a final escape door to outside from the side of the staircase.

The space under flights and landings is not to be used for internally accessed spaces (e.g., storage or toilets) but can be used for storage when accessed from outside.
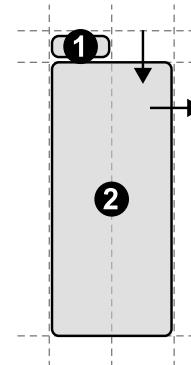
1 Service riser with SCS
2 Stair
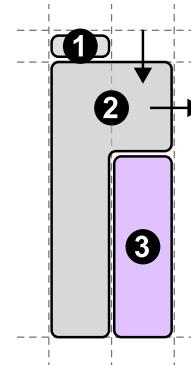
1 Service riser with SCS
2 Stair
3 External store

CIR0001   **CIR0019**

Stair cluster: Type 2

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	All

Purpose

This cluster is to be used as a main accommodation, access and escape stair and includes a refuge area.

A space for a smoke control system (SCS) is included within the service spine to create a protected stair.

There is a final escape door to outside from the side or under the staircase.

The space under flights and landings is not to be used for internally accessed spaces (e.g., storage or toilets) but can be used for storage when accessed from outside.
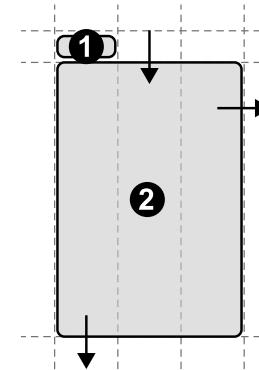
1 Service riser with SCS

2 Stair

CIR0002

Stair cluster: Ancillary

Grid	General
Type	Enclosed
Flexible	None
Window	Recommended
Link	Corridor, external
Age	All

Purpose

This cluster provides an access and escape stair with refuge area, and space for ancillary accommodation.

A smoke control system (SCS) is included within the service spine to create a protected stair and lobby.

There is a final escape door to outside from the side or under the staircase.

The space under flights and risers is not to be used for internally accessed spaces (e.g., storage or toilets).
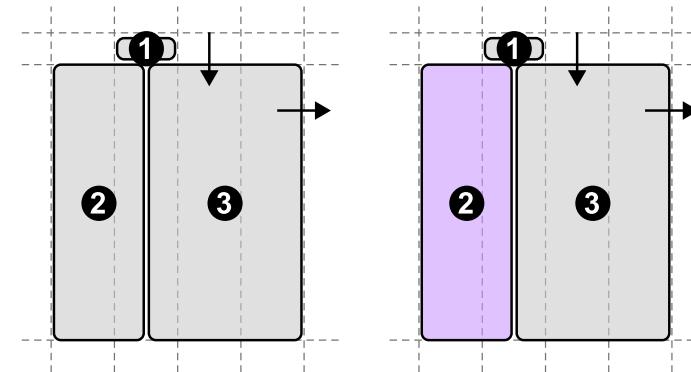
1 Service riser with SCS
2 Plant
3 Stair

CIR0021
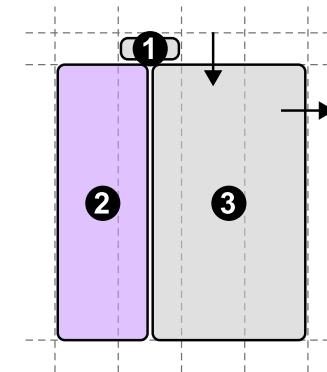
1 Service riser with SCS
2 Storage
3 Stair

CIR0022

Roof access stair

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor, external
Age	Adult

Purpose

This space provides roof access connected to the Type 1 and Type 2 stairs.

The door from the roof access stair shall not compromise the means of escape from other areas and/or impact on refuge areas within stairwells.
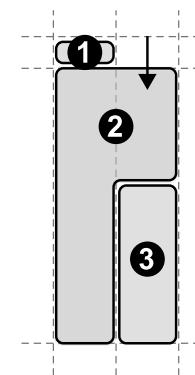
1 Service riser with SCS

2 Stair: Upper

3 Stair: Roof

1 Stair: Roof

CIR0003
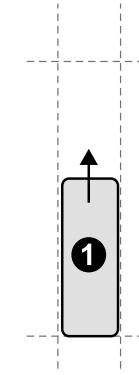
CIR0020

Roof access emergency escape

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor, external
Age	Adult

Purpose

This space provides secondary means of escape from the roof.

The positioning of emergency access hatches shall be such that when in use disruption to the everyday running of the building is minimised.

The escape ladder shall be housed in a designated secure area and provide access directly onto a protected escape route.
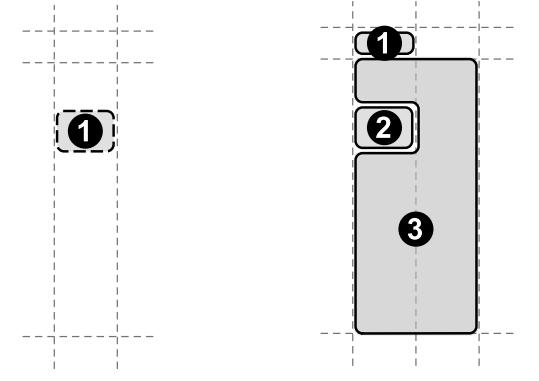
❶ Roof access (emergency escape)
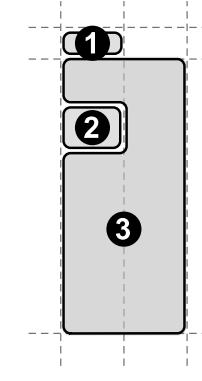
❶ Service riser with SCS
❷ Roof access (emergency escape)
❸ Stair

CIR0004   **CIR0017**

3.19.3 Lifts

Lift cluster: Type 1

| Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor, external
Age	All

Purpose

This cluster is to be used as an access and evacuation lift and provides a refuge area and turning circle for wheelchair users.

A space for a smoke control system (SCS) is included within the service spine to create a protected lobby.

There shall be a final escape door to the outside from the side of the lift lobby at the final exit level.
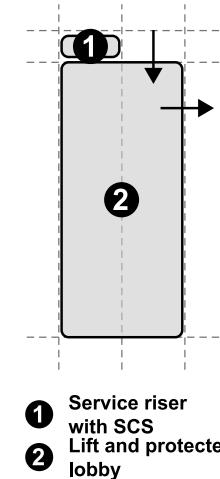
❶ Service riser with SCS
❷ Lift and protected lobby

CIR0005

Lift cluster: Type 2

| Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, external
Age	All

Purpose

This cluster provides an access and evacuation lift and a refuge area and turning circle for wheelchair users.

A space for a smoke control system (SCS) is included within the service spine to create a protected lobby.

There shall be a final escape door to the outside from the side of the lift lobby at the final exit level.

Space for a staff office and storage can be accessed from an ancillary corridor.

Where the size of the lift does not align to the extending grid it will be completed using storage.
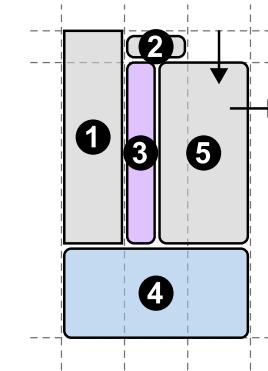
① Circulation (1.65m)
② SCS
③ Store
④ Staff office
⑤ Lift and protected lobby

CIR0006

Lift cluster: Type 3

| Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Not required (unless ancillary space used as office)
Link	Corridor, external
Age	All

Purpose

This cluster provides an access and evacuation lift and a refuge area and turning circle for wheelchair users.

A space for a smoke control system (SCS) is included within the service spine to create a protected lobby.

There shall be a final escape door to the outside from the side of the lift lobby at the final exit level.

Space for storage can be accessed directly from outside at ground level or from an appropriate adjacent space or cluster from the inside.

1 SCS
2 Lift and protected lobby
3 Plant

CIR0007

1 SCS
2 Lift and protected lobby
3 Store
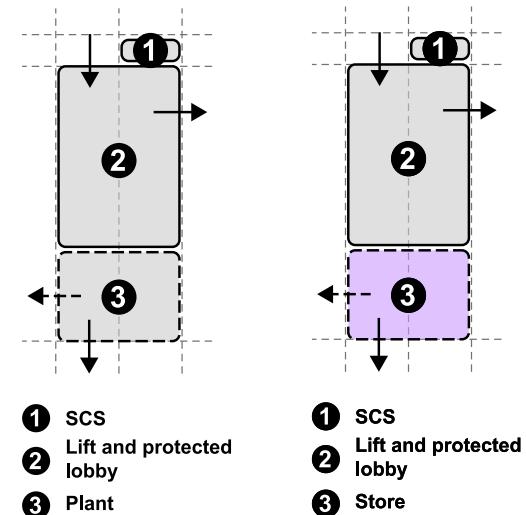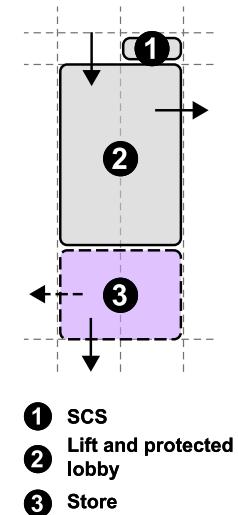
CIR0018

Lift cluster: Type 4

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required (to office only)
Link	Corridor, external
Age	All

Purpose

This cluster provides an access and evacuation lift and a refuge area and turning circle for wheelchair users.

A space for a smoke control system (SCS) is included within the service spine to create a protected lobby.

There shall be a final escape door to the outside from the side of the lift lobby at the final exit level.

Space for the office can be subdivided or reassigned for storage.

Where the size of the lift does not align to the extending grid it will be completed using storage.
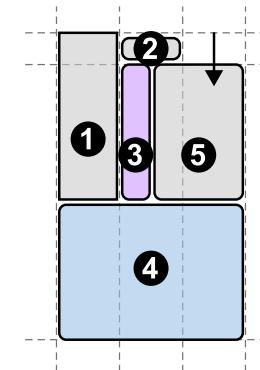
1 Circulation (1.65m)

2 SCS

3 Store

4 Staff office

5 Lift and protected lobby

CIR0008

Lift cluster: Type 5

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Not required
Link	Corridor, external
Age	All

Purpose

This cluster provides an access and evacuation lift and a refuge area and turning circle for wheelchair users.

A space for a smoke control system (SCS) is included within the service spine to create a protected lobby.

There shall be a final escape door to the outside from the side of the lift lobby at the final exit level.

Space for a plant room can be accessed directly from outside at ground level or from an appropriate adjacent space or cluster from the inside.

❶ SCS
❷ Lift and protected lobby
❸ Plant

CIR0009

Combined lift and stair cluster

Grid	General
Type	Enclosed
Flexible	None
Window	Recommended
Link	Corridor, external
Age	All

Purpose

This cluster provides an access and evacuation lift along with an access and escape stair including a refuge area.

A smoke control system (SCS) is included within the service spine to create a protected stair and lobby.

There is a final escape door to outside from the side or under the staircase.

The space under flights and risers is not to be used for internally accessed spaces (e.g., storage or toilets).

1 Stair

2 Service riser with SCS

3 Lift and protected lobby
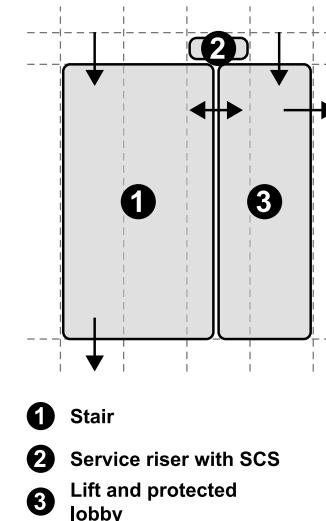
CIR0010

3.19.4 Corridors

Primary school corridor: 2m wide

| Grid	Circulation 2.0m
Type	Enclosed
Flexible	No
Window	Required at end
Link	External, spaces
Age	EY, KS1, KS2

Purpose

This is the principal circulation route for pupil/student, staff and visitor movement and access to spaces.

Location for drinking water fountains within service spines.

Circulation connecting directly to outside shall be lobbied.

Adjacencies

- Stairs and lifts, single spaces and clusters of spaces served by ancillary corridors.
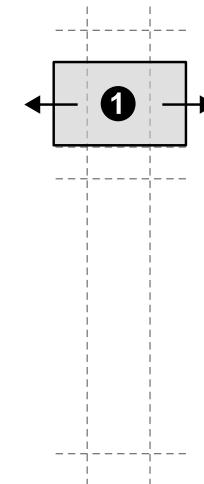
❶ Corridor (2.0m)

CIR0011

Special school corridor: 2.2m wide

Grid	Circulation 2.2m
Type	Enclosed
Flexible	No
Window	Required at end
Link	External, spaces
Age	EY, KS1, KS2, KS3, KS4, Post 16

Purpose

This is the principal circulation route for pupil/student, staff and visitor movement and access to spaces.

Location for drinking water fountains within service spines.

Circulation connecting directly to outside shall be lobbied.

Adjacencies

- Stairs and lifts, single spaces and clusters of spaces served by ancillary corridors.
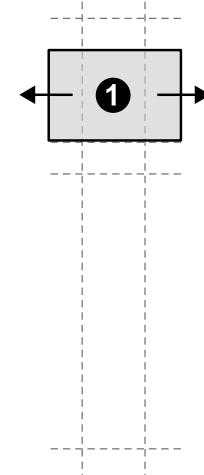
1 Corridor (2.2m)

CIR0012

Secondary and non-ambulant Special school corridors: 2.4m wide

Grid	Circulation 2.4m
Type	Enclosed
Flexible	No
Window	Required at end
Link	External, spaces
Age	All

Purpose

This is the principal circulation route for pupil/student, staff and visitor movement and access to spaces.

Location for drinking water fountains within service spines.

Location for locker storage along corridors using service spines.

Circulation connecting directly to outside shall be lobbied.

Adjacencies

- Stairs and lifts, single spaces and clusters of spaces served by ancillary corridors.
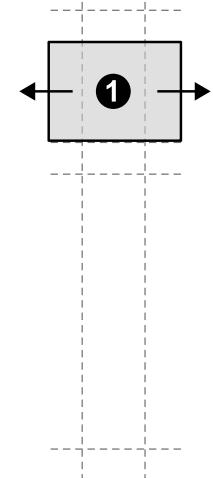
❶ Corridor (2.4m)

CIR0013

3.19.5 Linking corridors

Linking corridor: 1.65m wide

| Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor External (where required)
Age	All

Purpose

This is a 1.65m wide corridor and can connect to outside with a lobby.

This space is required to run adjacent to occupiable spaces and perpendicular to the main corridor.

Corridor width to be determined by access and escape requirements.

Circulation connecting directly to outside shall be lobbied.
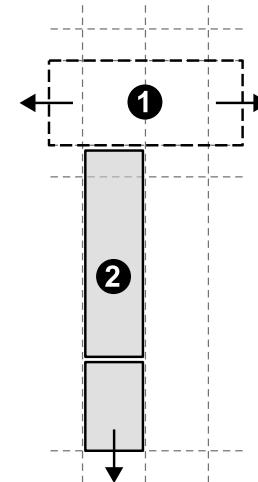
1 Corridor

2 Corridor (1.65m)

CIR0014

Linking corridor: 2.4m wide

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor, external
Age	All

Purpose

This is a 2.4m wide corridor which will connect to outside via a lobby.

This space is required to run adjacent to occupiable spaces and perpendicular to the main corridor.

Space used for storage will be accessed from the linking corridor.

Corridor width to be determined by access and escape requirements.

Circulation connecting directly to outside shall be lobbied.
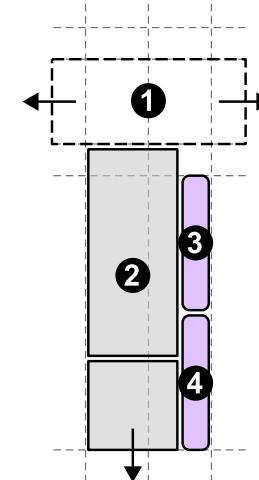
1 Corridor
2 Corridor (2.4m)
3 Store
4 Store

CIR0015

3.19.6 Ancillary corridors

Ancillary corridor: 1.4m

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor, spaces
Age	All

Purpose

This is a limited-width ancillary corridor only to be used with specific clusters which require adjacent spaces to be 1900mm wide (small group rooms and accessible toilets).

This corridor does not connect to outside.

Corridor width to be determined by access and escape requirements.
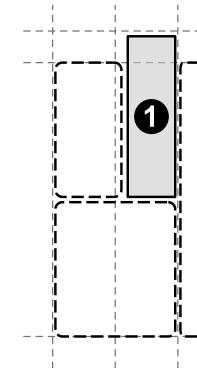
1 Corridor (1.4m)

CIR0016

3.20
Staff offices (OFF)

3.20.1 General requirements

Summary

Purpose

These spaces serve various purposes including administration, pupil and student support, staff coordination, and communication with parents. They are used for managing school operations, accessing student records, handling finances, providing pastoral care, and supporting teachers in delivering education effectively.

These are spaces used by adults, either continuously occupied or for intermittent use by one or more staff.

These spaces are parts of clusters and form parts of suites.

Adjacencies

- Teaching staff offices can be located centrally with head teacher's office or distributed with teaching spaces to support suites.
- Staff offices will be located and designed to support passive supervision of toilets and stairs.

3.20.2 Staff offices

Staff office and group room cluster: Type 1

| Grid	General
Type	Enclosed
Flexible	Yes
Window	Required (continuous use); Recommended (intermittent use)
Link	Corridor
Age	All

Purpose

This cluster has a staff office and small group room accessed from an ancillary corridor.

The office is for two staff with a meeting space.

Where small group room provision is met elsewhere this space can be repurposed as a teaching store.
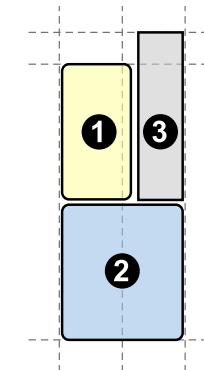
1 Small group room
2 Staff office
3 Corridor (1.4m)

OFF0001

Staff office and group room cluster: Type 2

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required (continuous use); Recommended (intermittent use)
Link	Corridor, room to room
Age	All

Purpose

This cluster has a staff office and two small group rooms accessed from an ancillary corridor.

The office is for two staff with space for meeting.

The store can be accessed from the ancillary corridor or directly from the staff office.

Where small group room provision is met elsewhere these spaces can be repurposed, including combining into a single larger space.
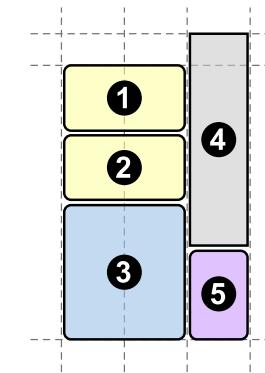
1. Small group room
2. Small group room
3. Staff office
4. Corridor (1.65m)
5. Store

OFF0002

Teaching PE office cluster

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required (continuous use); Recommended (intermittent use)
Link	Corridor
Age	KS3, KS4, Post 16, FE

Purpose

This is a cluster of spaces with PE staff office, hygiene room and individual changing rooms accessed from an ancillary corridor.

The PE office includes staff office space and storage and can be used to manage the lobby when used a community entrance.

The hygiene room is accessed from the main circulation corridor.

The individual changing rooms are accessed from the ancillary corridor. Where individual change provision is met elsewhere these spaces can be repurposed as a laundry, toilets or stores.
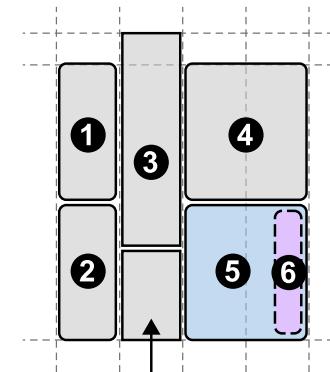
1. Individual changing
2. Individual changing
3. Corridor (1.65m)
4. Changing / Hygiene room
5. Staff office (PE)
6. Store

OFF0003

Teaching pastoral office cluster

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required (continuous use); Recommended (intermittent use)
Link	Corridor
Age	All

Purpose

This cluster includes a staff office, large group room and store which are accessed from an ancillary corridor.

The corridor can be used as a pupil entrance (alternative or out-of-hours), managed by the office, if used by pastoral staff.

The stores are accessed from the ancillary corridor. Where storage provision is met elsewhere these spaces can be repurposed as a laundry and toilets.
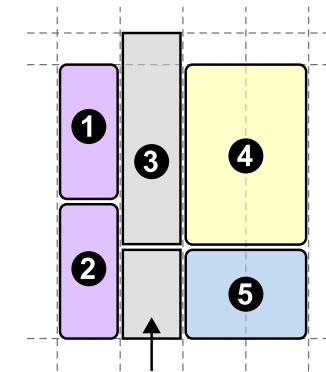
1   Store
2   Store
3   Corridor (1.65m)
4   Large group room
5   Staff office

OFF0004

Teaching SEN office cluster

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required (continuous use); Recommended (intermittent use)
Link	Corridor
Age	All

Purpose

This cluster provides a group of SEN spaces.

The SENCo office is accessed from the ancillary corridor.

The SEN store is accessed from ancillary corridor, SENCo office or SEN resource space. If sufficient storage is provided elsewhere then this room can be reallocated to create a connection to an SEN suite room.

The hygiene room is accessed from the main corridor.

The medical inspection room and SEN resource space area are accessed from the ancillary corridor.
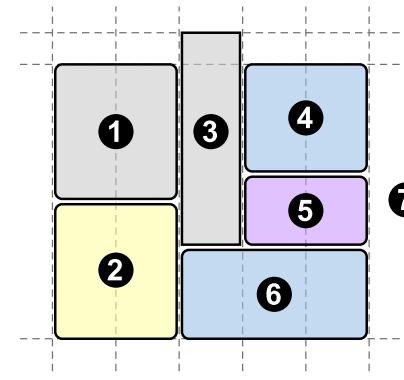
1 Hygiene room
2 Medical inspection
3 Corridor (1.65m)
4 SEN resource
5 Store
6 Staff office (SENCo)
7 SEN suite

OFF0005
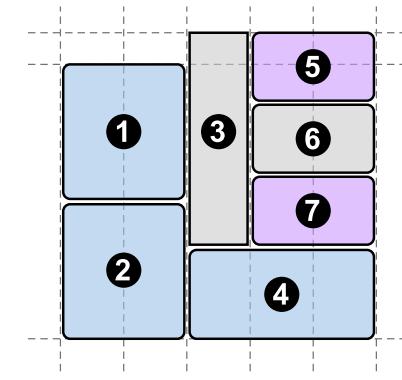
1 Staff office (Visiting professional)
2 Parent room
3 Corridor (1.65m)
4 Staff office
5 Store
6 Laundry
7 Store

OFF0008

3.20.3 Senior leadership team offices

Senior leadership office cluster

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required (continuous use); Recommended (intermittent use)
Link	Corridor
Age	Adult

Purpose

This cluster provides a group of senior leadership spaces focussed around the head teacher's office.

The head teacher's office is accessed from the ancillary corridor, which also provides a waiting area for pupils or visitors.

The PA's office is accessed from the ancillary corridor. The store can be accessed from the ancillary corridor or the PA's office as required.
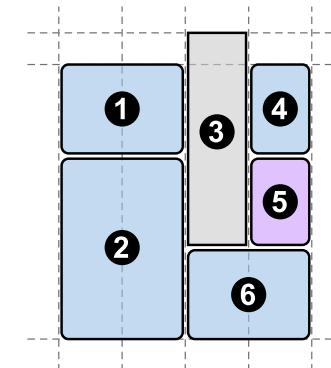
1	Staff office	4	Kitchenette
2	Head's office	5	Store
3	Corridor (1.65m)	6	PA office

OFF0006

The staff office is intended for intermittent use and is accessed from the ancillary corridor. This office could be used for exam preparation along with the store nearby.

The kitchenette is accessed from the ancillary corridor.

Adjacencies

- Head teacher's and PA's offices can be located adjacent to the conference room or entrance and administration suites of spaces.
- The head teacher's office can have a direct connection to the PA's office, but the spaces cannot become open plan.

Exam office and secure store cluster

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required (for office only)
Link	Corridor
Age	All

Purpose

This cluster provides specialist secure storage for examination material and an adjacent office for exam preparation.

Adjacencies

The office is accessed from an ancillary corridor.

The exam store is accessed only from the exam office.
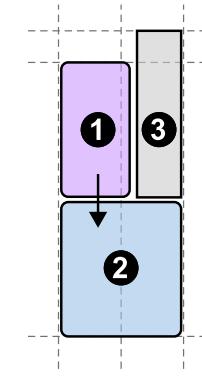
1　Secure store
2　Exam office
3　Corridor (1.4m)

OFF0007

3.21
Staff social and workrooms (SOC)

3.21.1 General requirements

Summary

Purpose

These are spaces for staff to work and meet.

These spaces typically provide facilities to make drinks and snacks.

Adjacencies

- The staff social and workrooms can be located centrally or distributed into suites with relevant teaching spaces.

3.21.2 Staff social rooms

Staff social room: Extra-small

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room
Age	Adult

Purpose

This is an extra-small staff social room, where staff can meet and socialise. It contains a kitchenette and provides an option for eating facilities.

The staff room is accessed from the main circulation corridor.

Adjacencies

- Close to staff toilets.

1 Staff social room

SOC0011

Staff social room cluster: Extra-small

| Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor, room to room
Age	Adult

Purpose

This is an extra-small cluster organised around a small staff social room, where staff can meet and socialise. It contains a kitchenette and provides an option for eating facilities.

The staff room can be directly accessed from the main circulation corridor or from the ancillary corridor.

The ancillary corridor can include a door from main circulation for spatial separation if required, where the cluster of spaces is dedicated for staff use. This cluster can also serve a wider range of uses.

❶	Staff social room	❸	Staff workroom
❷	Corridor (1.65m)	❹	Toilet

SOC0001

The staff workroom is for teaching staff in a department to work, prepare teaching resources and to meet.

Adjacencies

- Dedicated staff toilets where provided are accessed from the ancillary corridor.
- The staff room can be connected to the staff workroom if required but cannot be open plan.

1 Staff social room

2 Corridor (1.65m)

3 Medical inspection room

4 Toilet

SOC0012
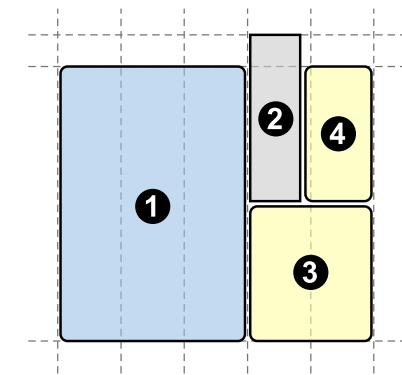
1 Staff social room

2 Corridor (1.4m)

3 Medical inspection room

4 Small group room

SOC0013

Staff social room cluster: Small Type 1

| Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor
Age	Adult

Purpose

This is a small cluster organised around a small staff social room, where staff can meet and socialise. It contains a kitchenette and provides an option for eating facilities.

The staff room can be directly accessed from the main circulation corridor or from the ancillary corridor.

The ancillary corridor can include a door from main circulation for spatial separation if required.

The conference room is a meeting space for staff, governors and visitors and is accessed from ancillary corridor.

❶	Toilet	❹	Corridor (1.65m)
❷	Toilet	❺	Staff social room
❸	Conference room		

SOC0002

Adjacencies

- Dedicated staff toilets are accessed from the ancillary corridor.

Staff social room cluster: Small Type 2

| Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor
Age	Adult (staff and visitors)

Purpose

This is a small cluster organised around a small staff social room, where staff can meet and socialise. It contains a kitchenette and provides an option for eating facilities.

The staff social room can be directly accessed from the main circulation corridor or from the ancillary corridor.

The ancillary corridor can include a door from main circulation for spatial separation if required.

The conference room is a meeting space for staff, governors and visitors and is accessed from the ancillary corridor.

1	Staff social room	4	Toilet
2	Corridor (1.65m)	5	Conference room
3	Staff toilet	6	Store

SOC0003

The store is accessed from the main circulation corridor or directly from the conference room.

Adjacencies

- Dedicated staff toilets are accessed from the ancillary corridor.

Staff social room cluster: Medium

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor
Age	Adult

Purpose

This is a medium cluster organised around a medium staff social room, where staff can meet and socialise. It contains a kitchenette and provides an option for eating facilities.

The staff social room can be directly accessed from the main circulation corridor or from the ancillary corridor.

The ancillary corridor can include a door from main circulation for spatial separation if required.

The conference room is a meeting space for staff, governors and visitors and is accessed from the ancillary corridor.

❶	Staff social room	❹	Toilet
❷	Corridor (1.65m)	❺	Conference room
❸	Toilet	❻	Store

SOC0004

The store is accessed from the main circulation corridor or directly from the conference room.

Adjacencies

- Dedicated staff toilets are accessed from the ancillary corridor.

Staff social room cluster: Large

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor
Age	Adult

### Purpose

This is a large cluster organised around a large staff social room, where staff can meet and socialise. It contains a kitchenette and provides an option for eating facilities.

The staff social room can be directly accessed from the main circulation corridor or from the ancillary corridor.

The ancillary corridor can include a door from main circulation for spatial separation if required.

The conference room is a meeting space for staff, governors and visitors and is accessed from the main corridor.
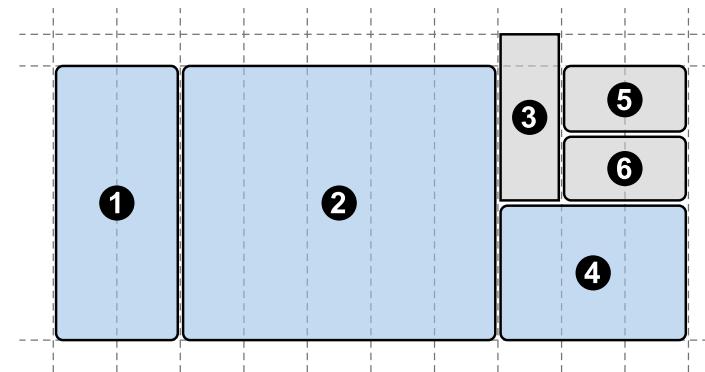
1 Conference room	**4** Staff workroom		
2 Staff social room	**5** Toilet		
3 Corridor (1.65m)	**6** Toilet		

SOC0005

1 Conference room	**4** Staff office	**7** Store
2 Staff social room	**5** Toilet	
3 Corridor (1.65m)	**6** Toilet	

SOC0014

The staff workroom is for teaching staff in a department to work, prepare teaching resources and to meet.

This cluster can be reorganised so that the conference room is accessed from the ancillary corridor and the staff room from the main circulation corridor.

Adjacencies

- Dedicated staff toilets are accessed from the ancillary corridor.
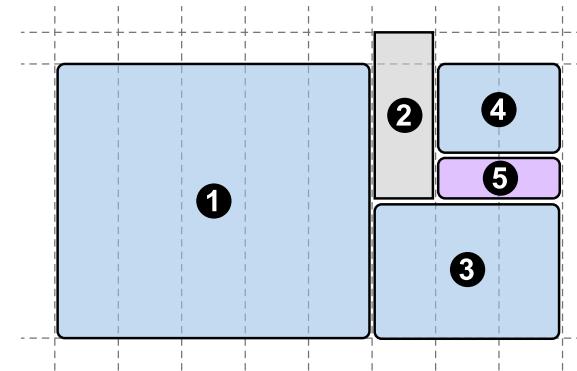
❶	Staff social room	❹	Staff office
❷	Corridor (1.65m)	❺	Store
❸	Head's office		

SOC0015

Staff social room cluster: Extra-large

Grid	General
Type	Enclosed
Flexible	Some small spaces
Window	Required
Link	Corridor
Age	Adult

Purpose

This is an extra-large cluster organised around an extra-large staff social room, where staff can meet and socialise. It contains a kitchenette and provides an option for eating facilities.

The staff social room can be directly accessed from the main circulation corridor or from the ancillary corridor.

The ancillary corridor can include a door from main circulation for spatial separation if required.

The conference room is a meeting space for staff, governors and visitors and is accessed from the main circulation corridor.

1	Conference room	4	Staff office	7	Store
2	Staff social room	5	Toilet		
3	Corridor (1.65m)	6	Toilet		

SOC0016

3.21.3 Staff workrooms

Staff workroom: Small

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required
Link	Corridor
Age	Adult

Purpose

This small sized staff workroom is for teaching staff to work, prepare teaching resources and to meet.

It is accessed from the main circulation corridor.

This space includes the kitchenette and teaching stores in an open plan space.

This space can be repurposed as a staff social room for use in very small schools.
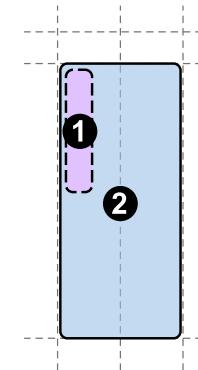
1 Store

2 Staff workroom

SOC0007

Staff workroom cluster: Small Type 1

| Grid	General
Type	Enclosed
Flexible	Yes
Window	Required
Link	Corridor
Age	Adult

Purpose

This small staff workroom cluster is for teaching staff to work, prepare teaching resources and to meet.

The staff workroom is accessed from the ancillary corridor.

The teaching store can be accessed from the ancillary corridor or staff workroom.
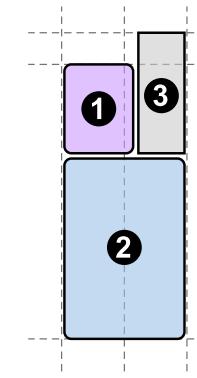
1. Store
2. Staff workroom
3. Corridor (1.4m)

SOC0006

Staff workroom cluster: Small Type 2

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required
Link	Corridor
Age	Adult

Purpose

This small staff workroom cluster is for teaching staff to work, prepare teaching resources and to meet.

The staff workroom is accessed from the ancillary corridor.

The teaching store can be accessed from the ancillary corridor or adjacent teaching room.
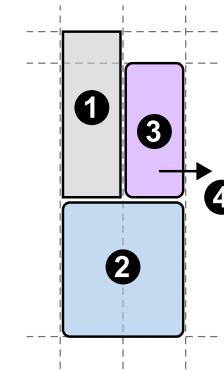
1 Corridor (1.65m)

2 Staff workroom

3 Store

4 Teaching room

SOC0008

Staff workroom cluster: Medium

| Grid	General
Type	Enclosed
Flexible	Yes
Window	Required
Link	Corridor
Age	Adult

Purpose

This medium staff workroom cluster is for teaching staff to work, prepare teaching resources and to meet.

The staff workroom is accessed from the ancillary corridor.

The staff office is accessed from the ancillary corridor.

The teaching store can be accessed from the ancillary corridor, office or staff workroom.
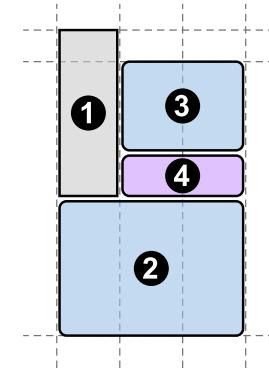
1 Corridor (1.65m)
2 Staff workroom
3 Office
4 Store

SOC0009

Staff workroom cluster: Large

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required
Link	Corridor
Age	Adult

Purpose

This large staff workroom cluster is for teaching staff to work, prepare teaching resources and to meet.

The staff workroom is accessed from the ancillary corridor.

The staff office is accessed from the ancillary corridor.

The teaching store can be accessed from the ancillary corridor, office or staff workroom.

1 Office 4 Corridor (1.65m)
2 Store 5 Store
3 Staff workroom
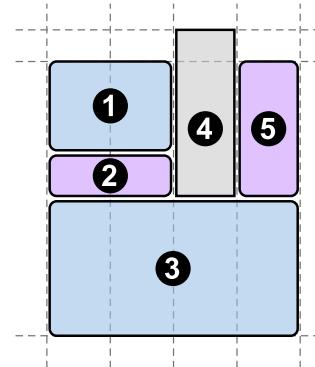
SOC0010

1 Store
2 Kitchenette
3 Staff workroom
4 Corridor (1.65m)

SOC0017

Staff workroom cluster: Extra-large

Grid	General
Type	Enclosed
Flexible	Yes
Window	Required
Link	Corridor
Age	Adult

Purpose

This extra-large staff workroom cluster is for teaching staff to work, prepare teaching resources and to meet.

The staff workroom is accessed from the ancillary corridor.

The staff office is accessed from the ancillary corridor.

The teaching store can be accessed from the ancillary corridor, office or staff workroom.
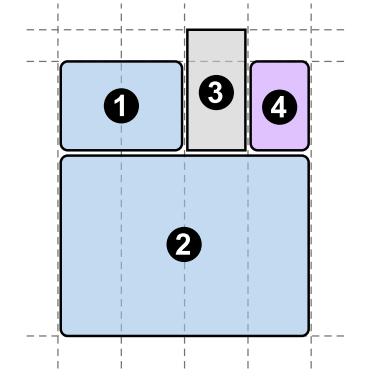
1. Staff office
2. Staff workroom
3. Corridor (1.65m)
4. Storage

SOC0018

3.22
Personal care (PCS)

3.22.1 General requirements

Summary

Purpose

These spaces support health and wellbeing and are designed to facilitate easy and regular use.

They provide facilities for all building users.

They provide toilets, washing, changing and showering facilities.

They provide for medical and therapy needs.

Toilets, showers and changing shall have a clear height of 2.7m.

Adjacencies

- Spaces are to be located so they are appropriately supervised according to age, setting and space use.
- General toilet blocks are to be passively supervised in schools.

Table of toilets ratios for staff

Number of people at work	Number of toilets	Number of wash hand basins
Low (e.g., in a sports block)	1	1
6 – 25	2	2
26 – 50	3	3
51 – 75	4	4
76 – 100	5	5

Note: Where greater than 100 members of staff, provide sanitary facilities on an appropriate pro-rata basis

Table of toilets ratios for pupils and students

Note: In male toilets, for Post 16 only (including FE/colleges), urinals can be provided with the following ratio: 1.5 urinals for every WC pan replaced. Where selected, at least 40% of facilities shall be provided as WC pans.

In schools, in separate toilets for boys and girls, at least one toilet is provided in accommodation for use by ambulant disabled pupils.

In schools, in separate toilets for boys and girls, where there are four or more toilets, one of these is an enlarged toilet for use by pupils who need extra space, in addition to any other provision.

On each floor of any school block there shall be a standalone toilet facility provided in a room that can be secured from the inside and is intended for use by one pupil at a time.

Where there are four or more toilet rooms in a cluster, one of these is to be enlarged for use by pupils who need extra space.

In each group of toilets for Reception and Nursery pupils there shall be one wider cubicle to allow staff to give assistance.

Setting	Age	Requirement
Early Years (including early years in schools)	3 -5 years	1 toilet and wash hand basin for every 10 children
Schools	6 -18 years	1 toilet and wash hand basin for every 20 pupils
Where pupils/students are less independent (including Special schools and Special colleges)	2-19 years	1 toilet and wash hand basin for every 10 pupils/students
Colleges	Post 16	1 toilet and wash hand basin for every 20 students

Table of shower ratios for pupils and students

Risk of contact with dirt or people	Intensity of physical activity	Requirement
Low (e.g., in a sports hall)	Low to medium	1 shower for every 7 pupils/students undertaking physical education at the same time
High (e.g., contact sport on a grass playing field)	Medium to high	1 shower for every 4 pupils/students undertaking physical education at the same time

Note: Where the risk of contact or intensity of physical activity is dominant, this should be used to determine the level of shower provision and shall be recorded in the Project Brief

Table of shower ratios for staff

School type	Requirement
Staff - Primary and Special	1 shower (excluding hygiene room)
Staff - Secondary	2 showers in separate rooms (excluding any hygiene facilities)

Table of ratio of ablution rooms

Capacity of faith room (persons)	Number of ablution rooms	Number of ablution facilities per room
1 – 25	2	2
26 – 50	4	4
51 – 75	6	6
76 +	Two additional for every 25 person faith room	Two ablution facilities per additional ablution room

Note: Ablution room requirement to be specified in the Project Brief

3.22.2 Pupil toilets

Early years toilet cluster: Compact

Grid	General
Type	Semi-enclosed (nursery), enclosed (reception)
Flexible	No
Window	Not required
Link	Room-to-room
Age	EY

Purpose

To provide toilet and hand washing facilities with access and supervision suitable for the age of the child.

Adjacencies

- This cluster is directly off the nursery playroom through an opening a minimum of 1.5m wide.
- The toilets for reception age children are directly off the reception classroom.

1. Nursery toilet
2. Nursery toilet
3. Cloakroom

PCS0030

Early years toilet cluster: Small

Grid	General
Type	Semi-enclosed (nursery), enclosed (reception)
Flexible	No
Window	Not required
Link	Room-to-room
Age	EY

Purpose

To provide toilet and hand washing facilities with access and supervision suitable for the age of the child.

Adjacencies

- This cluster is directly off the nursery playroom through an opening a minimum of 1.5m wide.
- The toilets for reception age children are directly off the reception classroom.

1 Early years toilets

2 Early years toilets

3 Cloakroom

PCS0001

Infant toilet cluster

Grid	General
Type	Enclosed or semi-enclosed
Flexible	No
Window	Not required
Link	Room-to-room
Age	KS1

Purpose

To provide toilet and hand washing facilities with access and supervision suitable for the age of the child.

Adjacencies

- Space is directly off the KS1 classrooms or from cloakroom or lobby spaces which are restricted to KS1 children.
- Where the toilets are also to be used at break and lunch times these are to be accessed from a cloakroom or lobby space which has direct access to outside.
- Where the toilets are to be directly off classrooms they are to be enclosed.
- This space can be provided as part of a cluster.

1. Classroom
2. Small group room
3. Infant toilets
4. Cloakroom
5. Classroom
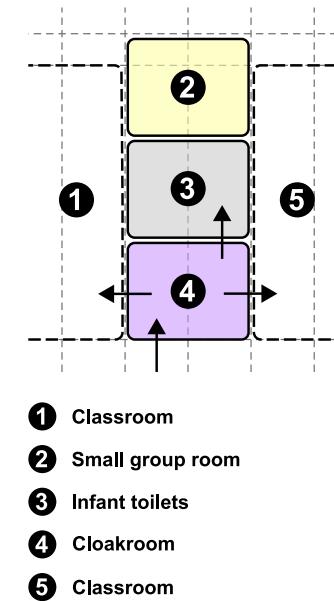
PCS0002

General toilet facility: Small

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor
Age	KS2, KS3, KS4, Post 16, FE

Purpose

To provide toilet and hand washing facilities with access suitable for the age of the child/student.

Adjacencies

- Some toilets are to be provided for use at break and lunch times as well as for general use and these are to be located adjacent to an external lobby or a corridor near dining areas.
- This space can be provided as part of a cluster.
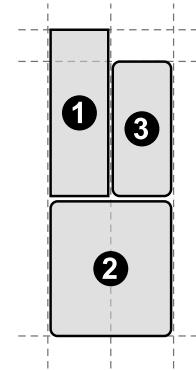
1. Corridor (1.65m)
2. Toilets
3. Staff toilets

PCS0003
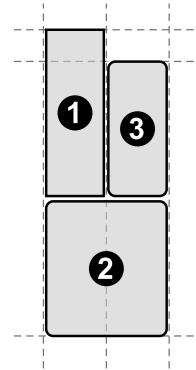
1. Corridor (1.65m)
2. Staff change and toilet
3. Toilet

PCS0029

General toilet facility: Medium

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor
Age	KS2, KS3, KS4, Post 16, FE

Purpose

To provide toilet and hand washing facilities with access suitable for the age of the child/student.

Adjacencies

- Some toilets are to be provided for use at break and lunch times as well as for general use and these are to be located adjacent to an external lobby or a corridor near dining areas.
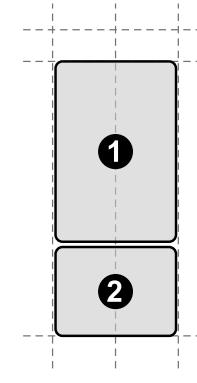
1 Toilets

2 Plant

PCS0004

General toilet facility: Large Type 1

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor
Age	KS2, KS3, KS4, Post 16, FE

Purpose

To provide toilet and hand washing facilities with access suitable for the age of the child/student.

Adjacencies

• Some toilets are to be provided for use at break and lunch times as well as for general use and these are to be located adjacent to an external lobby or a corridor near dining areas.
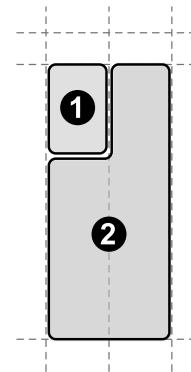
① Accessible toilet
② Toilets

PCS0005

① Accessible toilet
② Toilets

PCS0028

General toilet facility: Large Type 2

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor
Age	KS2, KS3, KS4, Post 16, FE

Purpose

To provide toilet and hand washing facilities with access suitable for the age of the child/student.

Larger facility which includes the service spine.

Adjacencies

- Some toilets are to be provided for use at break and lunch times as well as for general use and these are to be located adjacent to an external lobby or a corridor near dining areas.
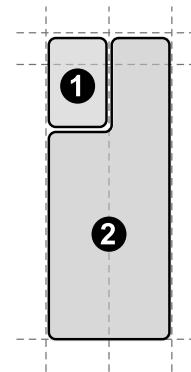
1 Accessible toilet
2 Toilets

PCS0006
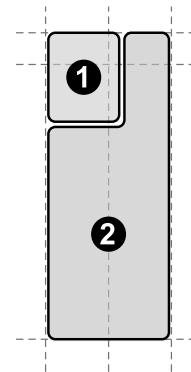
1 Accessible toilet
2 Toilets

PCS0007

Adult toilet

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor
Age	Adult

Purpose

To provide toilet and hand washing facilities for adult use.

The space accommodates cubicles and basins in enclosed rooms with space for two cubicles in each room and additional storage for personal belongings where required.

Adjacencies

- The toilets are accessed from a corridor where a door can be fitted to separate this from the main circulation.
- The toilets can support the use of the conference room for visitors.
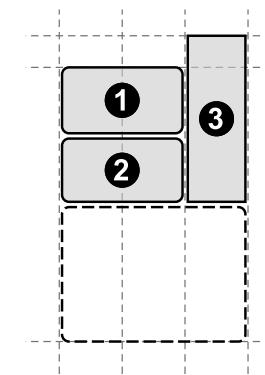
1   Toilet
2   Toilet
3   Corridor (1.65m)

PCS0008

3.22.3 Accessible toilets

Accessible toilet

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor
Age	All

Purpose

This space provides a unisex wheelchair-accessible toilet and hand washing facilities with access intended for independent use.

Whilst determined principally by the spatial requirements for wheelchair users, the facilities are also used by people with other access requirements, disabilities and mobility impairments. This can include impaired dexterity, grip or balance, and other conditions where physical support from grab rails and the presence of an emergency alarm is helpful.
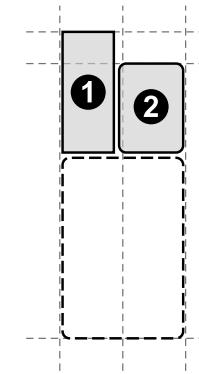
❶ Corridor (1.4m)

❷ Accessible toilet

PCS0009

Note: That this space does not meet the extending grid as part of a cluster which is managed through the use of a narrower access corridor.

Ambulant universal toilet

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor
Age	All

Purpose

These are self-contained facilities which are provided in a fully enclosed room which contains a toilet, wash basin, hand-drying facilities and ancillaries, and are intended for individual use.
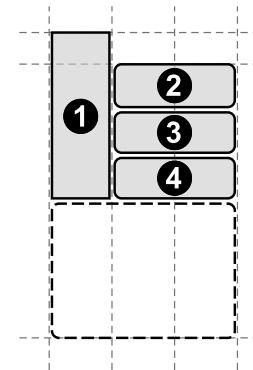
1 Corridor (1.65m)

2 Toilet

3 Toilet

4 Toilet

PCS0010

Family room

Grid	General
Type	Enclosed
Flexible	No
Window	Required
Link	Corridor
Age	All

Purpose

This is a dedicated, comfortable space for breastfeeding or expressing milk in privacy, ensuring they have a safe and quiet environment for this personal activity.

It provides a space for parents or caregivers to take a break, and attend to their child's needs, including nappy changing.

It provides access to drinking water, handwashing and drying facilities.
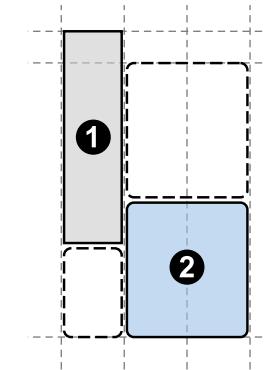
1 Corridor (1.65m)

2 Family room

PCS0011

3.22.4 Hygiene rooms

Hygiene room: Small

| Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor
Age	All

Purpose

A space for washing, showering and toileting using a ceiling-mounted hoist, with toilet, wash basin, shower and a shower-bed. The space can support nappy changing and associated storage.

There is space for additional carer support.

Adjacencies

*   The hygiene room can have access using two doors to both main circulation and nursery spaces.
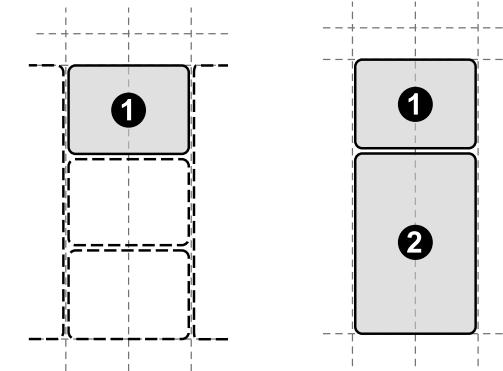
① Hygiene room

PCS0012
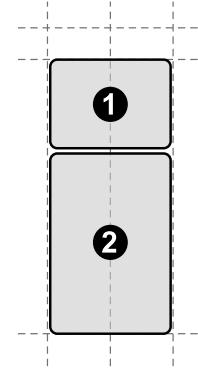
① Hygiene room
② Plant

PCS0031

Hygiene room: Medium

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor
Age	All

Purpose

A space for washing, showering and toileting using a ceiling-mounted hoist, with toilet, wash basin, shower and a shower-bed. The space could support nappy changing and associated storage.

There is space for additional carer support.

Adjacencies

- The hygiene room can have access using two doors to both main circulation and nursery spaces.
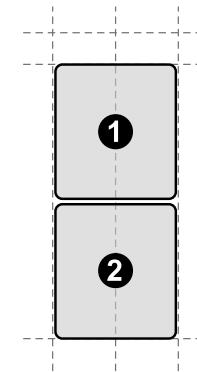
① Hygiene room

② Plant

PCS0013

Ablution room: Small

| Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor
Age	All

Purpose

This small sized space supports ablution (or 'wudu'), a washing process required by many faiths, particularly in Islam, before performing prayers.

The space helps pupils, students and staff meet their spiritual needs whilst maintaining hygiene and comfort.

Adjacencies

- The room is to be near a faith room.
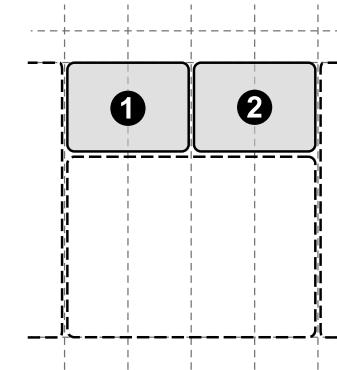
❶ Ablution room
❷ Ablution room

PCS0014

Ablution room cluster: Medium

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor
Age	All

Purpose

This medium cluster supports ablution (or 'wudu'), a washing process required by many faiths, particularly in Islam, before performing prayers.

The cluster helps pupils, students and staff meet their spiritual needs whilst maintaining hygiene and comfort.

Adjacencies

- The room is to be near a faith room.
- The cluster contains an ambulant universal toilet.
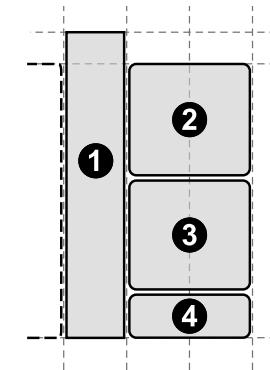
1. Corridor (1.65m)
2. Ablution room
3. Ablution room
4. Toilet

PCS0015

3.22.5 Changing rooms

Changing room: Small

| Grid	General
Type	Enclosed
Flexible	No
Window	Recommended
Link	Corridor External (as required)
Age	KS3, KS4, Post 16, FE

Purpose

This small sized changing space facilitates pupils or students to change into and out of their sports clothing.

The space allows access to showers and toilets and safe storage of personal items during lessons.

The space allows teachers and staff to supervise users and can be used for briefing of lesson activities.

The space is used by the community in support of out-of-hours activities.
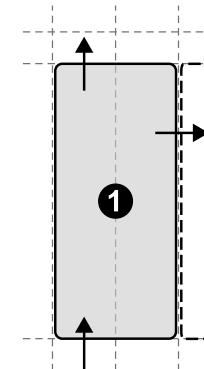
1 Group changing

PCS0016

This can be attached to other changing spaces to increase capacity.

Adjacencies

- The space is to be used with privacy with doors from the corridor held open.
- Showers and toilet facilities are to be directly accessed from the changing rooms with the access to these spaces located away from the internal entrance door.
- Where the building layout requires to avoid unnecessary contamination of floors, there is to be easy external access from the changing room to external sports facilities.

Changing room: Medium

| Grid	General
Type	Enclosed
Flexible	No
Window	Recommended
Link	Corridor External (as required)
Age	KS3, KS4, Post 16, FE

Purpose

This medium sized changing space facilitates pupils or students to change into and out of their sports clothing.

The space allows access to showers and toilets and safe storage of personal items during lessons.

The space allows teachers and staff to supervise users and can be used for briefing of lesson activities.

The space is used by the community in support of out-of-hours activities.
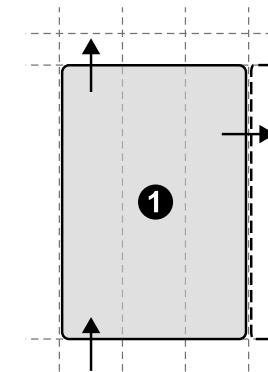
1 Group changing

PCS0017

Adjacencies

- The space is to be used with privacy with doors from the corridor held open.
- Showers and toilet facilities are to be directly accessed from the changing rooms with the access to these spaces located away from the internal entrance door.
- Where the building layout requires to avoid unnecessary contamination of floors, there is to be easy external access from the changing room to external sports facilities.

Changing room: Large

Grid	General
Type	Enclosed
Flexible	No
Window	Recommended
Link	Corridor External (as required)
Age	KS3, KS4, Post 16, FE

Purpose

This large sized changing space facilitates pupils or students to change into and out of their sports clothing.

The space allows access to showers and toilets and safe storage of personal items during lessons.

The space allows teachers and staff to supervise users and can be used for briefing of lesson activities.

The space is used by the community in support of out-of-hours activities.
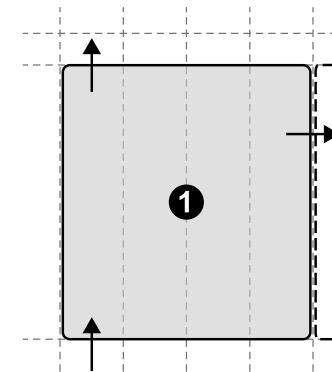
❶ Group changing

PCS0018

Adjacencies

- The space is to be used with privacy with doors from the corridor held open.
- Showers and toilet facilities are to be directly accessed from the changing rooms with the access to these spaces located away from the internal entrance door.
- Where the building layout requires to avoid unnecessary contamination of floors, there is to be easy external access from the changing room to external sports facilities.

Drama changing cluster

Grid	General
Type	Enclosed
Flexible	No
Window	Recommended
Link	Corridor
Age	KS3, KS4, Post 16, FE

Purpose

This cluster facilitates pupils or students to change into and out of their clothing for drama.

It allows the safe storage of personal items during lessons.

It allows teachers and staff to supervise users.

The cluster is used by the community in support of out-of-hours activities.

This cluster can be part of a suite of spaces to deliver performance arts.
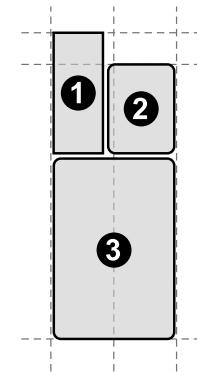
① Corridor (1.4m)

② Accessible toilet

③ Drama changing

PCS0019

Team changing and showers cluster

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor
Age	KS3, KS4, Post 16, FE

Purpose

This cluster facilitates students to change into and out of their sports clothing and provides separation from competing external teams.

It accommodates a variety of team sizes to meet internal and external team sports and provides limited briefing space.

It includes showers and toilets and the storage of personal items during lessons.

The cluster is used by the community in support of out-of-hours activities.
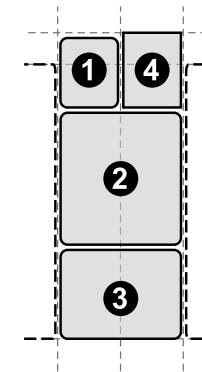
1 Toilet
2 Changing room
3 Shower
4 Corridor (1.4m)

PCS0020

Adjacencies

- Showers and toilet facilities are to be directly accessed from the changing room.

SEN integrated changing and showers: Small

|	
Grid	General
Type	Enclosed
Flexible	No
Window	Recommended
Link	Corridor
Age	KS3, KS4, Post 16

Purpose

This small sized SEN changing and shower space facilitates pupils to change into and out of their sports clothing.

There are 4no. changing rooms, including 1no. ambulant accessible changing room, and 4no. changing and shower rooms.

The ambulant accessible toilet is provided in a dedicated room with toilet and wash basin.

The space can contain an area for pupils to wait before they start their activity.
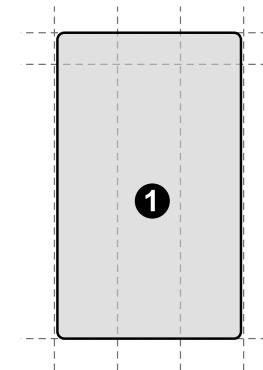
1 Changing with integrated showers

PCS0021

Adjacencies

- The changing room is to be located near to an activity space.

SEN integrated changing and showers: Medium

Grid	General
Type	Enclosed
Flexible	No
Window	Recommended
Link	Corridor
Age	KS3, KS4, Post 16

Purpose

This medium sized SEN changing and shower space facilitates pupils to change into and out of their sports clothing and shower in single person integrated spaces.

There are 8no. changing and shower rooms, including 1no. ambulant accessible shower room.

The ambulant accessible toilet is provided in a dedicated room with toilet and wash basin.

The space can contain an area for pupils to wait before they start their activity.
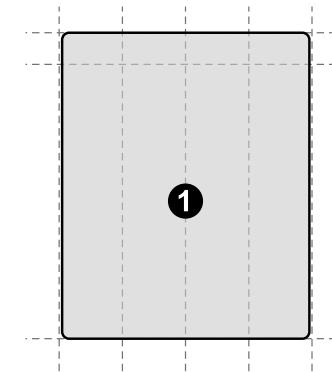
1 Changing with integrated showers

PCS0022

Adjacencies

- The changing room is to be located near to an activity space.

Accessible changing room

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor
Age	All

Purpose

The space facilitates pupils/students and adults to change into and out of their sports clothing and shower in a space where a single person can be assisted by others.

The changing room also contains a toilet.

Adjacencies

- The changing room is to be located near to an activity space.
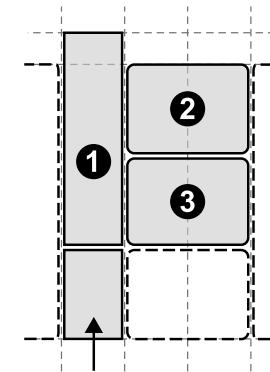
① Corridor (1.65m)

② Accessible changing

③ Accessible changing

PCS0023

3.22.6 Showers

Showers: Small

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Room-to room
Age	KS3, KS4, Post 16, FE

Purpose

This small sized shower space provides 6no. shower cubicles, 1no. ambulant accessible shower cubicle, and 1no. ambulant accessible toilet room for pupils or students to wash after sporting activity or exercise.

The ambulant accessible toilet is provided in a dedicated room with toilet and wash basin.

The space can be used by the community to support out-of-hours activities.
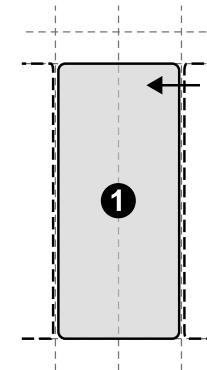
1 Showers

PCS0024

Adjacencies

- Changing rooms are to be directly accessed from the showers through an opening a minimum of 1.2m wide.
- Space can be added to other shower spaces to increase provision as required – in this situation only one ambulant accessible toilet shall be provided, and the adjacent storage reduced, to allow space for circulation.

Showers: Large

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor
Age	KS3, KS4, Post 16, FE

Purpose

This large sized shower space provides 12no. shower cubicles, 2no. ambulant accessible shower cubicles, and 1no. ambulant accessible toilet room for pupils or students to wash after sporting activity or exercise.

The ambulant accessible toilet is provided in a dedicated room with toilet and wash basin.

The space can be used by the community to support out-of-hours activities.
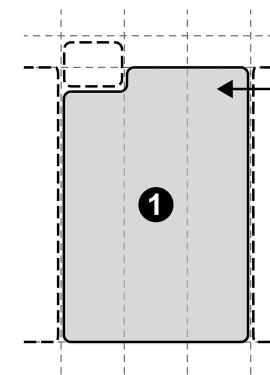
1 Showers

PCS0025

Adjacencies

- Changing rooms are to be directly accessed from the showers through an opening a minimum of 1.2m wide.
- Space can be added to other shower spaces to increase provision as required – in this situation only one ambulant accessible toilet shall be provided, and the adjacent storage reduced, to allow space for circulation.

Individual change

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor
Age	KS3, KS4, Post 16, FE, Adult

Purpose

The individual changing space provides facilities for self-contained changing and showering for individual use, by pupils/students, adults or as part of community use.

Adjacencies

- Individual changing spaces are located close to sports or community access, supporting group change spaces.
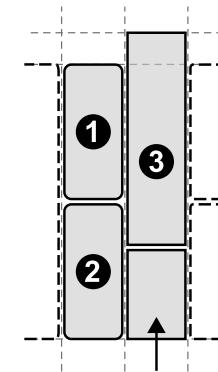
① Individual changing

② Individual changing

③ Corridor (1.65m)

PCS0026

3.22.7 Laundry

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Corridor
Age	Adult

Purpose

This space is for laundry equipment including washing machines and driers, to support school activities and pupils. It also includes a counter and sink.

Adjacencies

- The laundry is located adjacent to an access corridor and should be close to other appropriate spaces, such as sports or medical inspection rooms.
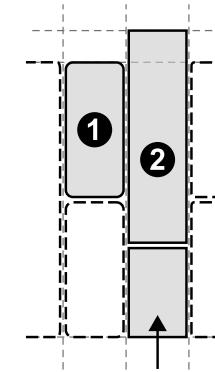
1 Laundry

2 Corridor (1.65m)

PCS0027

3.23 Plant and services (PLT)

3.23.1 Plant rooms

General requirements

Summary

Purpose

Service voids and plant rooms shall accommodate mechanical, electrical, ventilation and public health systems, ensuring efficient operation, maintenance access, and compliance with safety regulations.

Cross ventilation stacks, vertical services distribution, dedicated riser cupboards, cable and pipework routing shall use the service spine spaces.

Plant rooms shall provide sufficient working zones to units in fixed and accessible positions, with switch rooms sized to allow for expansion.

The main low voltage switch rooms shall be located at ground level with direct access from the outside, where they are readily accessible for equipment replacement and maintenance.

Adjacencies

- Plant rooms and spaces containing wet services (e.g., toilets and changing rooms) shall not be located above or adjacent to any communication spaces (including server rooms and distributed hub rooms) or electrical plant rooms.
- All plant space locations shall provide safe access for regular maintenance and removal of plant.

3.23.2 Plant rooms

Plant room: Compact

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	External Corridor (where required)
Age	Adult (staff)

Purpose

This compact space is used for heating, ventilation, water and electrical services etc.
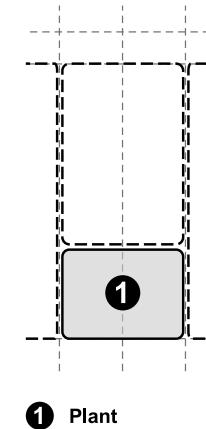

1 Plant

PLT0022

Plant room: Extra-small

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	External Corridor (where required)
Age	Adult (staff)

Purpose

This extra-small sized space is used for heating, ventilation, water and electrical services etc.
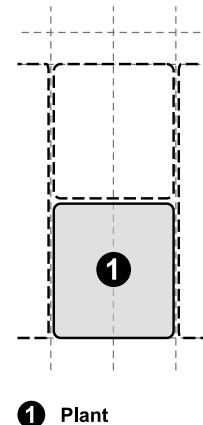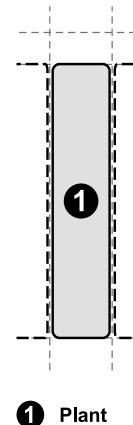

① Plant   **①** Plant

PLT0001   **PLT0002**

Plant room: Small

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	External Corridor (where required)
Age	Adult (staff)

Purpose

This small sized space is used for heating, ventilation, water and electrical services etc.


1 Plant

PLT0003

1 Hub room
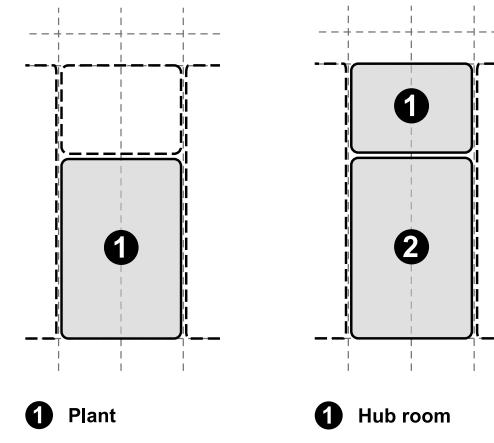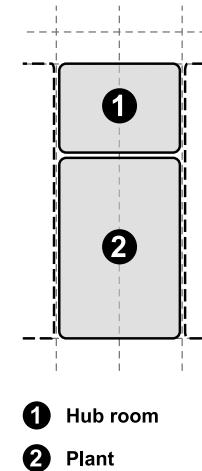
2 Plant

PLT0023

Plant room: Medium

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	External Corridor (where required)
Age	Adult (staff)

Purpose

This medium sized space is used for heating, ventilation, water and electrical services etc.

This space can be added to the large and extra-large plant room spaces where further area is required.
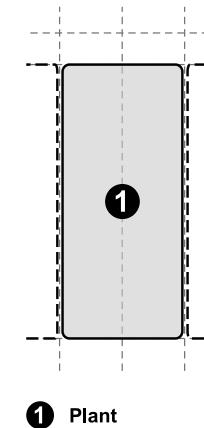
① Plant

PLT0004

Plant room: Large

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	External Corridor (where required)
Age	Adult (staff)

Purpose

This large sized space is used for heating, ventilation, water and electrical services etc.
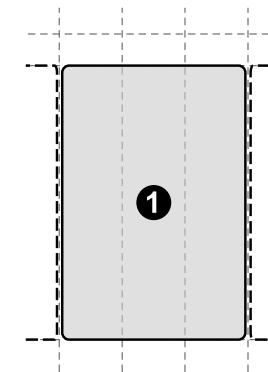
1 Plant

PLT0005

Plant room: Extra-large

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	External Corridor (where required)
Age	Adult (staff)

Purpose

This extra-large sized space is used for heating, ventilation, water and electrical services etc.
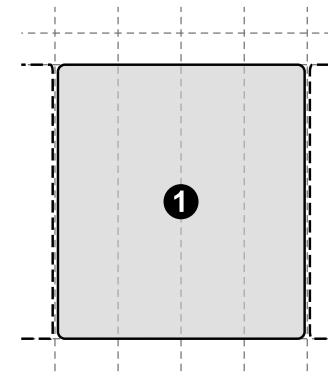
① Plant

PLT0006

Service spine: Small

Grid	Service spine
Type	Enclosed
Flexible	n/a
Window	Not required
Link	Corridor
Age	Adult (staff)

Purpose

This small sized service spine space is used for vertical services and horizontal services distribution (where possible), and for ventilation pathways.

Service spines can be arranged to separate services where required.

Access doors shall be fitted to the corridor side where required to facilitate maintenance.
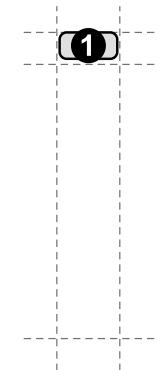
1 Service spine plant

PLT0007

Service spine: Medium

Grid	Service spine
Type	Enclosed
Flexible	n/a
Window	Not required
Link	Corridor
Age	Adult (staff)

Purpose

This medium sized service spine space is used for vertical services and horizontal services distribution (where possible), and for ventilation pathways.

Service spines can be arranged to separate services where required.

Access doors shall be fitted to the corridor side where required to facilitate maintenance.
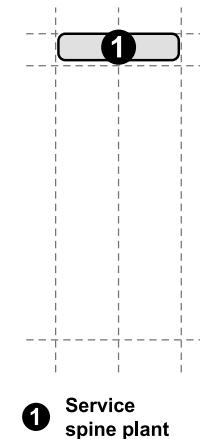
1 Service spine plant

PLT0008

Service spine: Large

Grid	Service spine
Type	Enclosed
Flexible	n/a
Window	Not required
Link	Corridor
Age	Adult (staff)

Purpose

This large sized service spine space is used for vertical services and horizontal services distribution (where possible), and for ventilation pathways.

Service spines can be arranged to separate services where required.

Access doors shall be fitted to the corridor side where required to facilitate maintenance.
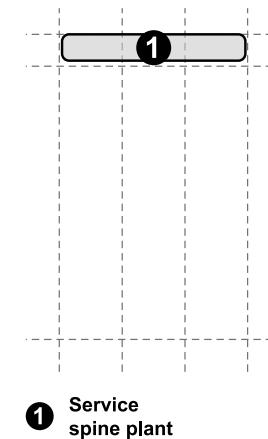
1 Service spine plant

PLT0009

3.23.3 Communications rooms

General requirements

Summary

Purpose

These spaces are to house all data and server cabinets and equipment including:

- Patch panels and cable management
- Servers and associated technology
- Network core and distribution switches
- Wireless, telephony and CCTV controllers
- Broadband terminating equipment
- Connections to equipment in additional communications rooms

The space will allow for cabinet doors to open in a direction that ensures a person cannot be trapped in the case of an emergency.

Spaces will allow communications room cabinets to be accessible from the front and rear.

Adjacencies

- The space will be located to ensure flood and leak protection (e.g., protection from pluvial, fluvial and internal water leaks).
- Water services shall not be routed through, above, or on adjacent walls to the communication rooms.
- The spaces shall not be located in basements.

Cabinet provision ratios

Number of pupils/students	Type	Number of cabinets
Up to 800	Primary	2
801 - 1440	Primary	3
Up to 600	Secondary	2
601 - 1080	Secondary	3
1081 - 1560	Secondary	4
1561 or over	Secondary	On request
Up to 72	Special / AP	1
73 - 240	Special / AP	2
241 - 432	Special / AP	3
433 - 624	Special / AP	4
Any	FE college	On request

Cabinet spatial requirements

No. of cabinets	Depth	Width	Minimum clear distance (front/rear)	Minimum clear distance (sides)
1	1.0m	0.8m	1.2m	1.4m
2	1.0m	1.6m	1.2m	1.4m
3	1.0m	2.4m	1.2m	1.4m
4	1.0m	3.2m	1.2m	1.4m

Server rooms

Server room: Small

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Direct to corridor
Age	Adult (staff)

Purpose

This small sized space provides for the location of:

- 1no. main server cabinet, core switch and associated equipment.
- The termination and patching for any number of edge switches.
- The termination point for broadband and associated equipment, rooftop aerial or satellite dish.
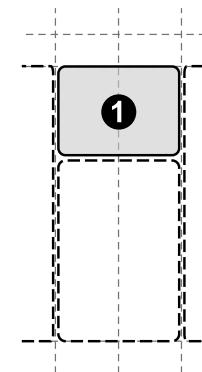
1 Server room

PLT0010

Server room: Medium

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Direct to corridor
Age	Adult (staff)

Purpose

This medium sized space provides for the location of:

- 2no. main server cabinets, core switch and associated equipment.
- The termination and patching for edge switches.
- The termination point for broadband and associated equipment, rooftop aerial or satellite dish.
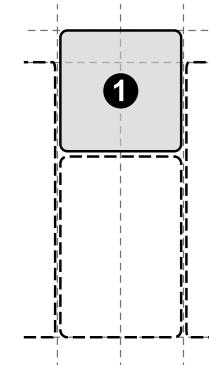
① Server room

PLT0011

Server room: Large

| Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Direct to corridor, room to room (ICT staff workroom only)
Age	Adult (staff)

Purpose

This large sized space provides for the location of:

- 3no. main server cabinets, core switch and associated equipment.
- The termination and patching for edge switches.
- The termination point for broadband and associated equipment, rooftop aerial or satellite dish.

This space can be provided as part of a cluster with an IT technicians office and store.

1 Server room

PLT0012

1 ICT staff workroom

2 Server room

PLT0013

1 Corridor (1.65m)

2 ICT staff workroom

3 Server room

4 Store
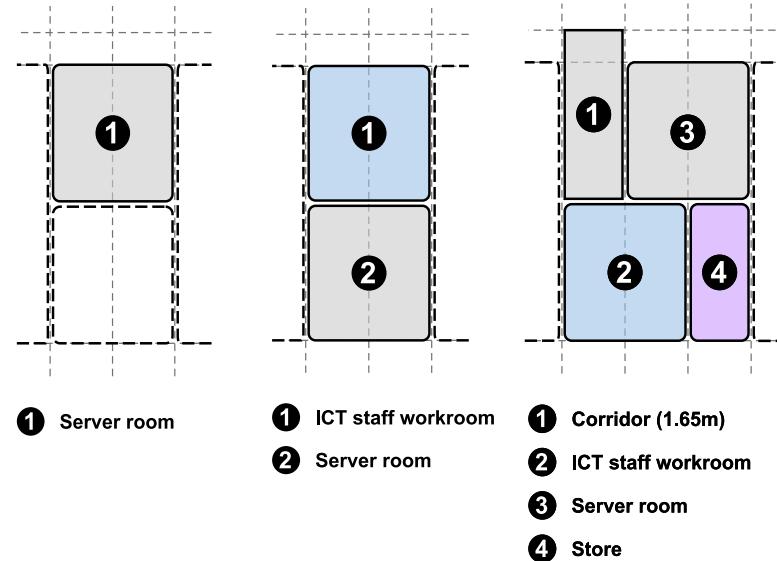
PLT0014

Server room: Extra-large

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Direct to corridor
Age	Adult (staff)

Purpose

This extra-large sized space provides for the location of:

- 4no. main server cabinets, core switch and associated equipment.
- The termination and patching for edge switches.
- The termination point for broadband and associated equipment, rooftop aerial or satellite dish.
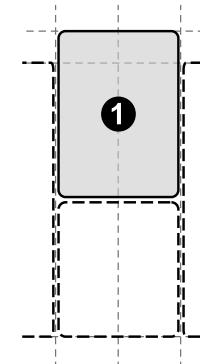
1 Server room

PLT0015
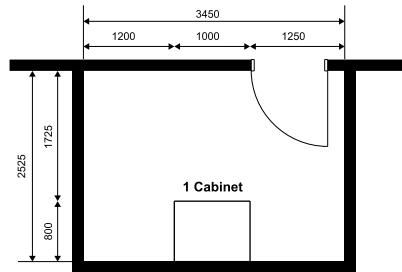
Server room: Small
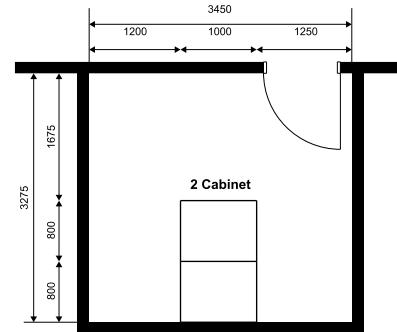
Server room: Medium
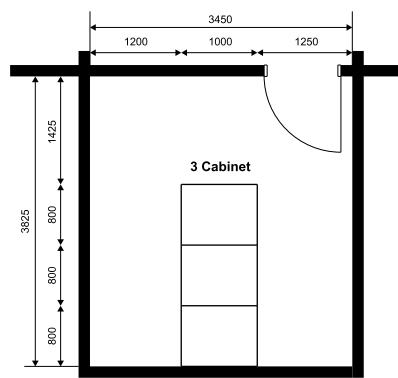
Server room: Large
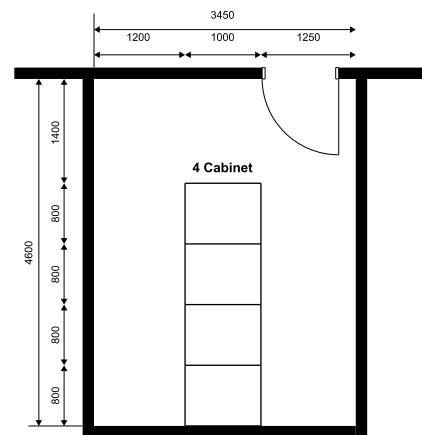
Server room: Extra-large

Hub rooms

Hub room: Small

Grid	General
Type	Enclosed
Flexible	No
Window	Not required
Link	Direct to corridor
Age	Adult (staff)

Purpose

This small sized space provides for the location of:

- Co-located or backup and disaster recovery equipment.
- Termination and patching for edge switches.
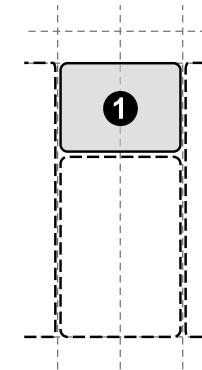
1 Hub room

PLT0016

Hub room: Distributed

| Grid	Service spine
Type	Enclosed
Flexible	No
Window	Not required
Link	Direct to corridor
Age	Adult (staff)

Purpose

This service spine space provides for the location of termination and patching for a limited number of edge switches.

Doors shall be provided from the spine space to the corridor.

The space shall accommodate adequate side clearance.

Front clearance for use shall be provided from within the corridor zone, and this space can be temporarily isolated if required.
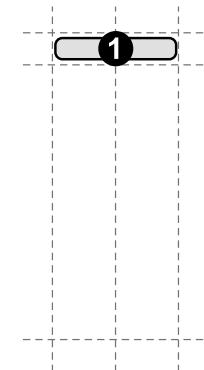
1 Hub room

PLT0017

3.23.4 Cleaners' store

Cleaners' store

Grid	Service spine
Type	Enclosed
Flexible	No
Window	Not required
Link	Direct to corridor
Age	Adult (staff)

Purpose

This space provides storage for cleaners' operation including sink, cleaning equipment and materials.

Doors shall be provided from the spine space to the corridor.

Front clearance for use shall be provided from within the corridor zone, and this space can be temporarily isolated if required.
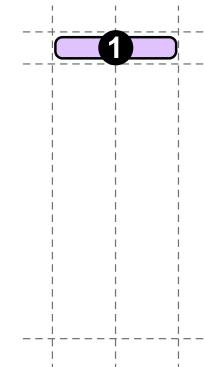
1 Cleaner's room

PLT0018

Cleaners' store ratio

Cleaners' stores shall meet both requirements.

Vertical requirement	Maximum travel distance along corridor
Minimum of 1 per floor	25m

3.23.5 Stores

Store: Small

Grid	Service spine
Type	Enclosed
Flexible	No
Window	Not required
Link	Direct to corridor
Age	Adult (staff)

Purpose

This small sized space provides general storage for teaching materials or school supplies.

Doors shall be provided from the spine space to the corridor, or directly from teaching spaces.

The space can be used for recessed lockers.

1 Store

PLT0019

Store: Medium

Grid	Service spine
Type	Enclosed
Flexible	No
Window	Not required
Link	Direct to corridor
Age	Adult (staff)

Purpose

This medium sized space provides general storage for teaching materials or school supplies.

Doors shall be provided from the spine space to the corridor, or directly from teaching spaces.

The space can be used for recessed lockers.
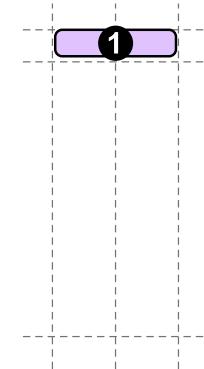
1 Store

PLT0020

Store: Large

Grid	Service spine
Type	Enclosed
Flexible	No
Window	Not required
Link	Direct to corridor
Age	Adult (staff)

Purpose

This large sized space provides general storage for teaching materials or school supplies.

Doors shall be provided from the spine space to the corridor, or directly from teaching spaces.

The space can be used for recessed lockers.
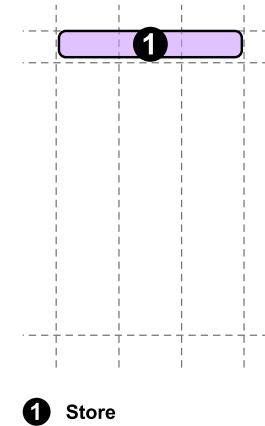
1 Store

PLT0021

4
New model designs

The New Model Designs are drawings which show sample designs illustrating the intent of the Department for Education's Pattern Book requirements. The sites depicted on these drawings are entirely fictitious and do not represent any actual locations. Any resemblance to real sites and construction projects, past or present, is purely coincidental. Refer to GOV.UK

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