

# NET CAPACITY ASSESSMENT TOOL

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UPDATING THE NCA TOOL FOR 2023 ONWARDS

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- Summary of what is to be said – comparison!
  - Expect audience to be familiar
  - Testing has led to improvements (list some examples – improving issues around the way you collect info – not calculation)
  - Types of rooms links to types in SoAs

Net Capacity Assessment Method for Primary Schools

DIES/0748/2001

Net Area Schedule (and allocation of workplaces)

DIES no 765/9876 school name Merlin Primary School

| Room Reference | Room Name<br>(Based on the activities the room is designed or equipped to accommodate) | STEP 1                                   |                            | STEP 2    |            | STEP 3           |                     | STEP 4 |
|----------------|--|--|----------------------------|-----------|------------|------------------|---------------------|--------|
|                |  | Non-net Area, if known (m <sup>2</sup> ) | Net Area (m <sup>2</sup> ) | general   | specialist | Basic Workplaces | Resource Workplaces |        |
| <b>TOTALS</b>  |  | <b>70</b>                                | <b>1065</b>                | <b>40</b> | <b>4</b>   | <b>308</b>       | <b>204</b>          |        |
| 1              | classroom 1  |  | 74                         | 1         |            | 30               | 17                  | C      |
| 1A             | full height cupboard   |  | 2                          | 1         |            | 0                | 1                   |        |
| 2              | classroom 2  |  | 74                         | 1         |            | 30               | 17                  | C      |
| 2A             | full height cupboard   |  | 2                          | 1         |            | 0                | 1                   |        |
| 7              | cloakroom (85% circulation)  | 6  | 1                          | 1         |            | 0                | 1                   |        |
| 8              | cloakroom (85% circulation)  | 6  | 1                          | 1         |            | 0                | 1                   |        |
| 9              | nursery staff  |  | 8                          | 1         |            | 0                | 3                   | E      |
| 10             | nursery classroom  |  | 90                         | 1         |            | 30               | 27                  | E      |
| 11             | nursery store  |  | 3                          | 1         |            | 0                | 1                   | E      |
| 12             | nursery cloakroom  |  | 12                         | 1         |            | 0                | 5                   | E      |
| 16             | outdoor store  |  | 26                         | 1         |            | 0                | 15                  | U      |
| 17             | cloakroom (50% circulation)  | 6  | 6                          | 1         |            | 0                | 1                   |        |
| 17A            | full height cupboard   |  | 2                          | 1         |            | 0                | 1                   |        |
| 19             | MI room  |  | 10                         | 1         |            | 0                | 4                   |        |
| 20             | classroom 3  |  | 66                         | 1         |            | 30               | 11                  | C      |
| 20A            | full height cupboard   |  | 2                          | 1         |            | 0                | 1                   |        |
| 21             | classroom 4  |  | 64                         | 1         |            | 30               | 10                  | C      |
| 21A            | full height cupboard   |  | 2                          | 1         |            | 0                | 1                   |        |
| 22             | ICT area (15% circulation)   | 6  | 36                         | 0         | 1          | 0                | 11                  |        |
| 23             | staff room   |  | 35                         | 1         |            | 21               | 0                   |        |
| 24             | head's office  |  | 12                         | 1         |            | 0                | 5                   |        |
| 25             | admin. office  |  | 8                          | 1         |            | 0                | 3                   |        |
| 29             | store  |  | 3                          | 1         |            | 0                | 1                   |        |
| 32             | library (50% circulation)  | 18                                       | 18                         | 0         | 1          | 0                | 4                   |        |
| 33             | store  |  | 3                          | 1         |            | 0                | 1                   |        |
| 34             | hall   |  | 192                        | 0         | 1          | 30               | 6                   |        |
| 35             | servery (and dining furniture store)   |  | 17                         | 1         |            | 0                | 9                   |        |
| 41             | PE equipment store   |  | 12                         | 1         |            | 0                | 5                   |        |
| 42             | parents' room  |  | 29                         | 1         |            | 17               | 0                   | P      |
| 43             | display corridor (85% circulation)   | 16                                       | 3                          | 1         |            | 0                | 1                   |        |
| 44             | food room  |  | 20                         | 0         | 1          | 0                | 4                   |        |
| 46             | shared teaching area   |  | 9                          | 1         |            | 0                | 3                   |        |
| 47             | group room   |  | 21                         | 1         |            | 0                | 11                  |        |
| 47A            | full height cupboard   |  | 2                          | 1         |            | 0                | 1                   |        |
| 50             | cloakroom (50% circulation)  | 6  | 6                          | 1         |            | 0                | 1                   |        |
| 51/52          | class 5  |  | 54                         | 1         |            | 30               | 3                   | C      |
| 51A            | full height cupboard   |  | 2                          | 1         |            | 0                | 1                   |        |
| 52/53          | class 6  |  | 54                         | 1         |            | 30               | 3                   | C      |
| 53A            | full height cupboard   |  | 2                          | 1         |            | 0                | 1                   |        |
| 54             | cloakroom (50% circulation)  | 6  | 6                          | 1         |            | 0                | 1                   |        |
| 57             | shared teaching area   |  | 13                         | 1         |            | 0                | 6                   |        |
| 58             | mobile classroom 7   |  | 54                         | 1         |            | 30               | 3                   | C      |
| 61             | mobile classroom store   |  | 3                          | 1         |            | 0                | 1                   |        |
| 62             | outdoor store (shed)   |  | 6                          | 1         |            | 0                | 1                   |        |

# HOW THE TOOL WORKS

**For mainstream:**  
**PAN** and number of  
year groups in Year R  
to 13 replaced

## Establishment Details

Age range etc.  
Partially  
prepopulated

## Capacity Calculation

Automatic using  
utilisation based on  
age range

**For mainstream:**  
**Utilisation in**  
depending on

## Net Area Schedule (step 1 to 3)

Space name & number,  
area and type of spaces  
- workplaces  
Objectively measured

## Net Area Schedule (step 4)

Use of space and  
status (teaching or  
non-school use)  
By school or RB

The image displays four overlapping screenshots of the 'Net Capacity Assessment Method for Primary Schools' tool. The top-left screenshot shows the 'School Details' form, which includes fields for school name, age range, and number of classes. The top-right screenshot shows the 'Capacity Calculation' form, which includes fields for 'Net Capacity' and 'Utilisation'. The bottom-left screenshot shows the 'Net Area Schedule' table, which lists spaces and their areas. The bottom-right screenshot shows the 'Notes Page', which includes instructions and a table for recording notes.



# HOW THE TOOL WORKS

**For SEN:**  
**PAN** and number of year groups in Year R to 13 replaced by **Planned Number of Places (PNP)** including nursery

## Establishment Details

Age range etc.  
Partially prepopulated

## Net Area Schedule (step 1 to 3)

Space name & number, area and type of spaces - workplaces  
Objectively measured

## Capacity Calculation

Automatic using utilisation based on age range

## Net Area Schedule (step 4)

Use of space and status (teaching or non-school use)  
By school or RB

**For SEN:**

**Utilisation** in Mainstream multiplied by 35% - equivalent to groups of 6 - 10 rather than 24 - 30

**Range** from min to max increased from 10% to 25%

Department for Education

Net Capacity Assessment for Mainstream Schools

Establishment Identification

|                          |                          |
|--------------------------|--------------------------|
| Establishment name:      | Castleton Primary School |
| Establishment Type:      | Primary                  |
| Unique Reference Number: | 105765                   |
| Local Authority:         | Rochdale                 |
| LA/Est Number:           | 354/2002                 |
| Phase of Education:      | Primary                  |

Establishment age range

|                   |    |
|-------------------|----|
| Age range minimum | 3  |
| Age range maximum | 11 |

Buildings information

|                       |         |
|-----------------------|---------|
| Number of sites       | 1       |
| Total site area (m2): | 1798.19 |

Main admission details

|                             | First / main admission year | Second admission year | Third admission year |
|-----------------------------|-----------------------------|-----------------------|----------------------|
| Normal year of admission:   | Reception                   |                       |                      |
| Number of years:            | 7                           | 0                     |                      |
| Forms of entry:             |                             |                       |                      |
| Published admission number: | 60                          | 0                     |                      |

Sixth form stay on rate

|                       | FTE NoR in year 11 | FTE pupils staying on sixth form |
|-----------------------|--------------------|----------------------------------|
| Academic year 2020-21 | 0                  | 0                                |
| Academic year 2019-20 | 0                  | 0                                |
| Academic year 2018-19 | 0                  | 0                                |

Nursery admission details

|                                   |    |
|-----------------------------------|----|
| Nursery or early years provision: | No |
| Age 0 to 2 nursery places:        | 0  |
| Age 2 to 3 nursery places:        | 0  |
| Age 3 to 4 nursery places:        | 0  |

SEN Admissions

|                                    |    |
|------------------------------------|----|
| SEN provision:                     | No |
| Additionally resourced SEN:        | 0  |
| Additionally resourced SEN places: | 0  |

Comments

Department for Education

Net Capacity Assessment for Special Schools

Establishment Identification

|                          |                |
|--------------------------|----------------|
| Establishment name:      | Wyvern Academy |
| Establishment Type:      | Special        |
| Unique Reference Number: | 138716         |
| Local Authority:         | Dorset         |
| LA/Est Number:           | 838/7008       |
| Phase of Education:      | Special        |

Establishment age range

|                   |    |
|-------------------|----|
| Age range minimum | 2  |
| Age range maximum | 19 |

Buildings information

|                       |         |
|-----------------------|---------|
| Number of sites       | 1       |
| Total site area (m2): | 1926.71 |

Admissions

|                             |     |
|-----------------------------|-----|
| Earliest year of admission: |     |
| Last year accommodated:     |     |
| Planned Number of Places:   | 148 |

Nursery/ EY Provision

|                            |  |
|----------------------------|--|
| nursery places ages 0 to 2 |  |
| nursery places ages 2 to 3 |  |
| nursery places ages 3 to 5 |  |

SEN Classes

| Key Stages (KS)   | No of classes |
|-------------------|---------------|
| nursery*          |               |
| reception*        |               |
| primary KS1/2*    |               |
| secondary KS 3/4* |               |
| post-16*          |               |

Classes for Profound Multiple Learning Disabilities Only (PM)

| Key Stages (KS)  | No of classes |
|------------------|---------------|
| primary KS1/2    |               |
| secondary KS 3/4 |               |
| post-16          |               |

Classes for severe Autistic Spectrum Disorder (ASD) on

| Key Stages (KS)  | No of classes |
|------------------|---------------|
| primary KS1/2    |               |
| secondary KS 3/4 |               |
| post-16          |               |

Comments

**Net Capacity Assessment Method for Secondary Schools**

Please read the Net Capacity guidance (DfES/0739/2001) before filling in this form for the first time. This form can be used to assess any secondary, middle deemed secondary or upper school. It is easiest to use the computer spreadsheet, available on www.dfes.gov.uk - search for 'netcapacity'. Use this page to identify the basic information required. List all spaces in the Net Area Schedule on page 2 (following the notes on the facing page). All boxes shaded in grey will be worked out automatically in the computer spreadsheet. The 'Declaration of Accuracy' should be signed by the Head Teacher and a representative of the Local Education Authority.

DfES/0749/2001

**School Details**

LEA Wessex

DfES LEA/school number 765/4242

school name Holy Grail Community Secondary School date Sep-01

age range 11 to 16

utilisation factor 0.75 u

|         |      |   |         |      |
|---------|------|---|---------|------|
| 9 - 13  | 0.83 | v | 11 - 18 | 0.71 |
| 11 - 13 | 0.79 | u | 12 - 18 | 0.70 |
| 11 - 16 | 0.75 | u | 13 - 18 | 0.69 |
| 12 - 16 | 0.73 | u | 14 - 18 | 0.67 |
| 13 - 16 | 0.72 | u | 16 - 18 | 0.63 |
| 14 - 16 | 0.69 | u |         |      |

no. of sites    /  
total site area (m<sup>2</sup>)    m<sup>2</sup>

normal year of admission Y7 for instance 'Y7'

number of years up to age 16 5 a

planned admission number 174 b

first admission year (if below 16)    c

number of years up to age 16, that those in the admission year will be at this school (e.g. '5') if known; if in Y12, further agreed admission number beyond those 'staying on'    d

(second admission year, if applicable)    e

(Y12 admission, if applicable)    f

   g

   h

e = (c x d) / b      h = (2 x g) / b

**sixth form data**

| FTE NoR in Year 11                | FTE pupils staying on post-16 | 'stay-on rate' |
|-----------------------------------|-------------------------------|----------------|
| this year                         |                               |                |
| last year                         |                               |                |
| year before last                  |                               |                |
| average sixth form 'stay-on rate' |                               |                |

number of age groups 5 n

   k      (i + j) / 2

(a + e + h + k)

**If applicable: Description of LEA designated Early Years and Childcare provision, if any**

**LEA designated specially resourced facilities, if any**

A support centre for 28 hearing impaired pupils

**LEA designated adult learning facilities, if any**

**If applicable: complete these boxes if the school has a sixth form.**

Post-16 numbers should only include pupils remaining at the school in Years 12 to 14. Calculate the 'stay-on rate' to nearest two decimal places by dividing the post-16 numbers by the PREVIOUS Year 11 (e.g. 1.33). In new sixth forms use proposed numbers.

non-school and support provision, not normally available to the school during the school day including the age range and the number of places involved. Enter area in 'net area' column and note with an 'E' at step 4

non-school facilities (such as a community library, multi-agency facilities, or youth centre) or support facilities (such as an SEN support centre or a Learning Support Unit). Include the number of any additional specially resourced places, if applicable. Enter area in 'net area' column and note with an 'R' at step 4 (such as City Learning Centres, teacher training, or other Lifelong Learning facilities). Enter area in 'net area' column and note with an 'A' at step 4

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# NET CAPACITY ASSESSMENT METHOD

- Measure area of space
- Identify generic space type
- Formula calculates number of workplaces
  - Basic workplaces can be used for teaching
  - Resource workplaces can be used for support spaces
- Identify if Unusable as basic workplaces (e.g. insufficient daylight/ ventilation)

***Objective independent measure***

- Identify activity space type (use of space)
- Identify if used for classbase or teaching
- Identify if used for other purposes (such as SEN resourced provision, nursery or community facilities)
- Formulae calculates number of pupil places available based on this (within allowable limits)

***Choice by Responsible Body/ school***



# CAPACITY CALCULATION

| <b>Net Capacity</b>                                   |            |   |
|---|------------|---|
| Basic workplaces included in capacity calculation:    | 388        | The total number of workplaces in rooms designated as "Classbase", "Teaching", "Unusable" or unmarked.  |
| Resource workplaces included in capacity calculation: | 377        |   |
| Basic workplaces calculated in classbases             | 210        | The total number of basic workplaces in classbases (rooms designated as "Classbase")  |
| Basic workplaces calculated in teaching spaces        | 53         | The total number of basic workplaces in teaching spaces (rooms designated as "Teaching")  |
| Workplaces available in classbases / teaching spaces  | 263        | The lower of: (a) the basic workplaces calculated in classbases and / or teaching spaces and (b) the sum of basic and resource workplaces. This ensures that enough support space is being considered to support the teaching.  |
| Capacity based on classbases / teaching spaces        | 223        | The capacity based on classbases / teaching spaces uses the utilisation factor of 0.85 for spaces that are timetabled or partially used.  |
| Basic workplace allowance                             | 75         | 75 basic workplaces, or 125 basic workplaces if the total site area is small (v less than 10,000 sq m) (classbases / teaching space). Discounting a basic workplace allowance allows for non-teaching spaces.   |
| maximum workplaces available                          | 223        | The higher of: (a) the capacity based on classbases / teaching spaces or (b) the basic workplace allowance multiplied by the utilisation factor. In primary schools, where PAN is less than 5% higher than maximum capacity, this ensures a reasonable amount of space is being considered as teaching space. |
| minimum workplaces available                          | 200        | (a) 90% of the maximum workplaces available (or for primary schools of less than 10,000 sq m, age groups multiplied by 30 divided by 4)   |
| capacity based on planned admission no.               | 210        | The number of pupils that are at the establishment based the Planned Admission Number (PAN)   |
| <b>net capacity</b>                                   | <b>210</b> | Equal to (a) the capacity based on the planned admission number w available or (b) the minimum or maximum workplaces available whichever is the lowest outside of the minimum and maximum workplaces available.   |

**Net Capacity Assessment Method for Secondary Schools** D/ES/0749/200

**Capacity Calculation**

Workplaces Not Included in Capacity Calculation (if measured)

|                                      | Basic Workplaces | Resource Workplaces |
|--------------------------------------|------------------|---------------------|
| early years and childcare facilities | 0                | 0                   |
| specialised facilities               | 30               | 19                  |
| adult learning facilities            | 0                | 0                   |

Workplaces Included in Capacity Calculation

|   |            |          |
|---|------------|----------|
| workplaces available in teaching spaces | 1230       | t        |
| capacity based on teaching spaces       | 884        | r        |
| basic workplace allowance               | 75         | s        |
| maximum workplaces available            | 884        | v        |
| minimum workplaces available            | 795        | w        |
| capacity based on planned admission no. | 870        | x        |
| <b>Net Capacity</b>                     | <b>870</b> | <b>y</b> |

indicated admission number 174 z

first admission year (y/n) rounded down (n, c, e, f and h as calculated under School Details)

**Declaration of Accuracy**

We confirm that we are satisfied with the accuracy of the information given under School Details and the status of spaces (step 4 of the Net Area Schedule) on this form.

Signature of Head Teacher: \_\_\_\_\_ Date: / /

Signature on behalf of Local Education Authority: \_\_\_\_\_ Date: / /

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| Block Reference / Internal | Block Name      | Floor     | Surveyor Room Reference | Surveyor Room Name | Establishment Room Reference | Establishment Room Name     | Room Type                   | STEP 1   |              | Net Area Validations                | Unusable as Basic Workplaces | STEP 2                        |                         | Daylight provision (optional) | Notes                | Room Use | Status      | Type of space validation   |
|----------------------------|-----------------|-----------|-------------------------|--------------------|------------------------------|-----------------------------|-----------------------------|----------|--------------|-------------------------------------|------------------------------|-------------------------------|-------------------------|-------------------------------|----------------------|----------|-------------|----------------------------|
|                            |                 |           |                         |                    |                              |                             |                             | Net Area | Non-net Area |                                     |                              | Height of Room (m) (optional) | No. of sinks (optional) |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 0101                    | 1                  | 1                            | Office                      | General                     |          |              | Net area not recorded in net spaces | Daylight/ventilation         |                               |                         |                               |                      |          | Early years | Space with status type and |
| EFAA                       | Main Block      | 1st Floor | 0102                    | 2                  | 2                            | Resources                   | Open plan/semi-open general | 7.41     | 7.25         |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAC                       | Community Block | 1st Floor | 0103                    | 3                  | 3                            | WC                          | Non-net                     |          | 7.21         |                                     |                              |                               | 2                       |                               |                      |          |             |                            |
| EFAC                       | Community Block | 1st Floor | 0104                    | 4                  | 4                            | Nursery                     | Open plan/semi-open general | 83.55    |              |                                     |                              |                               | 1                       |                               |                      |          |             |                            |
| EFAC                       | Community Block | 1st Floor | 0105                    | 5                  | 5                            | Storage                     | Non-net                     |          |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 0106                    | 6                  | 6                            | Circulation                 | Non-net                     |          | 18.25        |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAC                       | Community Block | 1st Floor | 0109                    | 9                  | 9                            | Closets                     | Storage                     | 9.66     |              |                                     |                              |                               |                         |                               | Fire escape          |          |             |                            |
| EFAC                       | Community Block | 1st Floor | 0110                    | 10                 | 10                           | Storage                     | Storage                     | 2        |              |                                     |                              |                               |                         |                               | Fire escape          |          |             |                            |
| EFAC                       | Community Block | 1st Floor | 01010A                  | 10A                | 10A                          | WC                          | Non-net                     |          |              | 3.72                                |                              |                               | 1                       |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01011                   | 11                 | 11                           | Speech/PPA                  | General                     | 7.65     |              | 8.36                                |                              |                               |                         |                               | Daylight/ventilation |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01012                   | 12                 | 12                           | Circulation                 | Non-net                     |          | 57.2         |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01013                   | 13                 | 13                           | Teaching                    | General                     | 73.98    |              | 8.71                                |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01014                   | 14                 | 14                           | WC                          | Non-net                     |          |              | 8.36                                |                              |                               |                         | 2                             |                      |          |             |                            |
| EFAC                       | Community Block | 1st Floor | 01015                   | 15                 | 15                           | WC                          | Non-net                     |          |              | 7.82                                |                              |                               |                         | 2                             |                      |          |             |                            |
| EFAC                       | Community Block | 1st Floor | 01017                   | 17                 | 17                           | Store                       | Storage                     | 3.39     |              | 15.99                               |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01018                   | 18                 | 18                           | Teaching                    | Light practical (other)     |          |              |                                     |                              |                               |                         | 1                             |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01019                   | 19                 | 19                           | Teaching                    | General                     | 55.75    |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01020                   | 20                 | 20                           | Disabled WC                 | Non-net                     |          |              | 9.2                                 |                              |                               |                         | 1                             |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01021                   | 21                 | 21                           | Store                       | Storage                     | 7.53     |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01022                   | 22                 | 22                           | Resources                   | Storage                     | 7.43     |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01025                   | 25                 | 25                           | WC                          | Non-net                     |          |              | 8.71                                |                              |                               |                         | 2                             |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01026                   | 26                 | 26                           | Teaching                    | General                     | 102.26   |              |                                     |                              |                               |                         | 1                             |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01028                   | 28                 | 28                           | Store                       | Storage                     | 13.29    |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01023                   | 23                 | 23                           | Office (Reception)          | General                     | 9.82     |              |                                     |                              |                               |                         |                               | Daylight/ventilation |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01030                   | 30                 | 30                           | Teaching (Reception)        | Open plan/semi-open general | 128.53   |              |                                     |                              |                               |                         | 1                             |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01031                   | 31                 | 31                           | Resource area (Reception)   | Open plan/semi-open general | 36.19    |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01032                   | 32                 | 32                           | Storage                     | Storage                     | 7.05     |              |                                     |                              |                               |                         |                               | Daylight/ventilation |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01033                   | 33                 | 33                           | WC                          | Non-net                     |          |              | 9.21                                |                              |                               |                         | 3                             |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01034                   | 34                 | 34                           | Caretaker                   | Storage                     | 5.56     |              |                                     |                              |                               |                         |                               | Daylight/ventilation |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01035                   | 35                 | 35                           | Circulation                 | Non-net                     |          | 41.8         |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAC                       | Community Block | 1st Floor | 01036                   | 36                 | 36                           | Community Room / Teaching   | General                     | 9        |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01037                   | 37                 | 37                           | Office                      | General                     | 3.24     |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01037A                  | 37A                | 37A                          | WC                          | Non-net                     |          |              | 0.74                                |                              |                               |                         | 1                             |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01038                   | 38                 | 38                           | Circulation                 | Non-net                     |          | 8.58         |                                     |                              |                               |                         |                               | Narrow (<3.5m)       |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01039                   | 39                 | 39                           | Storage                     | Storage                     | 3.42     |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01040                   | 40                 | 40                           | Storage                     | Storage                     | 3.42     |              |                                     |                              |                               |                         |                               | Daylight/ventilation |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01041                   | 41                 | 41                           | Storage (PE)                | Storage                     | 1.26     |              |                                     |                              |                               |                         |                               | Daylight/ventilation |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01042                   | 42                 | 42                           | Hall                        | Large                       | 170.24   |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01043                   | 43                 | 43                           | Storage                     | Storage                     | 8.25     |              |                                     |                              |                               |                         |                               | Daylight/ventilation |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01044                   | 44                 | 44                           | Storage                     | Storage                     | 8.25     |              |                                     |                              |                               |                         |                               | Daylight/ventilation |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01045                   | 45                 | 45                           | Circulation                 | Non-net                     |          | 27.55        |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01046                   | 46                 | 46                           | Circulation                 | Non-net                     |          | 42.25        |                                     |                              |                               |                         |                               | Daylight/ventilation |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01047                   | 47                 | 47                           | WC                          | Non-net                     |          | 16.8         |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01048                   | 48                 | 48                           | Teaching                    | General                     | 62.04    |              |                                     |                              |                               |                         | 5                             |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01049                   | 49                 | 49                           | Teaching                    | General                     | 58.1     |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01050                   | 50                 | 50                           | New Business Manager Office | General                     | 6.44     |              |                                     |                              |                               |                         |                               | Daylight/ventilation |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01051                   | 51                 | 51                           | Library                     | Open plan/semi-open general | 58.8     |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01052                   | 52                 | 52                           | Storage                     | Storage                     |          |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01053                   | 53                 | 53                           | Caretaker                   | Storage                     | 6.25     |              |                                     |                              |                               |                         | 4                             |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01054                   | 54                 | 54                           | WC                          | Non-net                     |          | 15.99        |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01055                   | 55                 | 55                           | Cloakroom                   | Storage                     | 23.98    |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01056                   | 56                 | 56                           | Teaching                    | General                     | 64.8     |              |                                     |                              |                               |                         | 1                             |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01057                   | 57                 | 57                           | Teaching                    | General                     | 46.08    |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01057A                  | 57A                | 57A                          | Cloakroom                   | Storage                     | 23.5     |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01058                   | 58                 | 58                           | Circulation                 | Non-net                     |          | 276          |                                     |                              |                               |                         |                               | Daylight/ventilation |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01059                   | 59                 | 59                           | Teaching                    | General                     | 60.16    |              |                                     |                              |                               |                         |                               | 1                    |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01060                   | 60                 | 60                           | Teaching                    | General                     | 32.16    |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01061                   | 61                 | 61                           | Staff Room                  | General                     | 32.34    |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01063                   | 63                 | 63                           | School Office               | General                     | 17.49    |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01064                   | 64                 | 64                           | Staff Kitchen               | Light practical (other)     | 3.24     |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01067                   | 67                 | 67                           | Ladies WC                   | Non-net                     |          | 5.74         |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01068                   | 68                 | 68                           | Disabled WC                 | Non-net                     |          | 6.2          |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01070                   | 70                 | 70                           | Boiler Room                 | Non-net                     |          | 73.1         |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01071                   | 71                 | 71                           | Boiler Room                 | Non-net                     |          | 42.14        |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01072                   | 72                 | 72                           | Disabled WC                 | Non-net                     |          | 5.06         |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01074                   | 74                 | 74                           | Reprographics / Caretaker   | Fitted                      | 12.2     |              |                                     |                              |                               |                         |                               | Daylight/ventilation |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01075                   | 75                 | 75                           | Leadership Office           | General                     | 19.6     |              |                                     |                              |                               |                         |                               | Daylight/ventilation |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01088                   | 88                 | 88                           | Disabled WC                 | Non-net                     |          | 3.08         |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01092                   | 92                 | 92                           | Storage                     | Storage                     |          |              |                                     |                              |                               |                         |                               | Outbuilding          |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01094                   | 94                 | 94                           | Office                      | General                     | 5.94     |              |                                     |                              |                               |                         |                               | Daylight/ventilation |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01096                   | 96                 | 96                           | Teaching                    | General                     | 58.5     |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01097                   | 97                 | 97                           | Storage                     | Storage                     | 16.3     |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01098                   | 98                 | 98                           | Teaching                    | General                     | 63.72    |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01099                   | 99                 | 99                           | Storage                     | Storage                     | 16.3     |              |                                     |                              |                               |                         |                               |                      |          |             |                            |
| EFAA                       | Main Block      | 1st Floor | 01000                   | 100                | 100                          | Teaching                    | General                     | 53.35    |              |                                     |                              |                               |                         |                               |                      |          |             |                            |

**Net Capacity Assessment Method for Primary Schools**  
DfES no: 765/9876 school name: Merlyn Primary School

**Net Area Schedule (and allocation of workplaces)**  
DfES/0748/2001

| Room Reference | Room Name (based on the activities the room is designed or equipped to accommodate) | STEP 1                     |  | STEP 2                     |         | STEP 3     |                  | STEP 4 |                     |
|----------------|---|----------------------------|--|----------------------------|---------|------------|------------------|--------|---------------------|
|                |   | Net Area (m <sup>2</sup> ) | 'Non-net' Area, if known (m <sup>2</sup> ) | Net Area (m <sup>2</sup> ) | General | Specialist | Basic Workplaces |        | Resource Workplaces |
| <b>TOTALS</b>  |   |                            |  | 70                         | 1068    |            | 40               | 4      |                     |
| 1              | classroom 1   |                            |  | 2                          |         |            |                  | 1      |                     |
| 1A             | full height cupboard  |                            |  |                            |         |            |                  | 0      |                     |
| 2              | classroom 2   |                            |  | 2                          |         |            |                  | 1      |                     |
| 2A             | full height cupboard  |                            |  |                            |         |            |                  | 0      |                     |
| 7              | full height cupboard  |                            |  |                            |         |            |                  | 0      |                     |
| 8              | cloakroom (85% circulation)   |                            |  | 74                         |         |            |                  | 0      | 17                  |
| 9              | nursery staff   |                            |  | 2                          |         |            |                  | 1      |                     |
| 11             | nursery classroom   |                            |  | 74                         |         |            |                  | 0      | 1                   |
| 12             | nursery store   |                            | 6  |                            |         |            |                  | 1      |                     |
| 16             | nursery cloakroom   |                            | 6  |                            |         |            |                  | 1      |                     |
| 17             | cloakroom (85% circulation)   |                            | 1  |                            |         |            |                  | 1      |                     |
| 17A            | cloakroom store   |                            | 9  |                            |         |            |                  | 0      | 17                  |
| 19             | full height cupboard  |                            | 80   |                            |         |            |                  | 0      | 1                   |
| 20             | Mtl room  |                            | 3  |                            |         |            |                  | 0      | 1                   |
| 20A            | classroom 3   |                            | 12   |                            |         |            |                  | 0      | 1                   |
| 21             | full height cupboard  |                            | 6  |                            |         |            |                  | 30     | 3                   |
| 21A            | classroom 4   |                            | 26   |                            |         |            |                  | 0      | 27                  |
| 22             | full height cupboard  |                            | 6  |                            |         |            |                  | 0      | 1                   |
| 22             | ICT area (15% circulation)  |                            | 10   |                            |         |            |                  | 0      | 5                   |
| 23             | staff room  |                            | 66   |                            |         |            |                  | 0      | 15                  |
| 24             | head's office   |                            | 2  |                            |         |            |                  | 0      | 1                   |
|                |   |                            |  |                            |         |            |                  |        |                     |

## STEP 1

| Block Reference / External | Block Name      | Floor     | Surveyor Room Reference | Surveyor Room Name | Establishment Room Reference | Establishment Room Name   | Room Type                    | Net Area | Non-net Area | Net Area Validated    |
|----------------------------|-----------------|-----------|-------------------------|--------------------|------------------------------|---------------------------|------------------------------|----------|--------------|-----------------------|
| EFAA                       | Main Block      | 1st Floor | 01.01                   | 1                  | 1                            | Office                    | General                      |          | 7.25         | Net area not recorded |
| EFAA                       | Main Block      | 1st Floor | 01.02                   | 2                  | 2                            | Resources                 | Open plan/ semi-open general | 7.41     |              |                       |
| EFAC                       | Community Block | 1st Floor | 01.03                   | 3                  | 3                            | WC                        | Non-net                      |          | 7.21         |                       |
| EFAC                       | Community Block | 1st Floor | 01.04                   | 4                  | 4                            | Nusery                    | Open plan/ semi-open general | 83.55    |              |                       |
| EFAC                       | Community Block | 1st Floor | 01.05                   | 5                  | 5                            | Store                     | Storage                      | 5        |              |                       |
| EFAA                       | Main Block      | 1st Floor | 01.06                   | 6                  | 6                            | Circulation               | Non-net                      |          | 18.25        |                       |
| EFAC                       | Community Block | 1st Floor | 01.09                   | 9                  | 9                            | Cloaks                    | Storage                      | 9.66     |              |                       |
| EFAC                       | Community Block | 1st Floor | 01.010                  | 10                 | 10                           | Storage                   | Storage                      | 2        |              |                       |
| EFAC                       | Community Block | 1st Floor | 01.010A                 | 10A                | 10A                          | WC                        | Non-net                      |          | 3.72         |                       |
| EFAA                       | Main Block      | 1st Floor | 01.011                  | 11                 | 11                           | Speech /PPA               | General                      | 7.85     | 8.36         |                       |
| EFAA                       | Main Block      | 1st Floor | 01.012                  | 12                 | 12                           | Circulation               | Non-net                      |          | 57.2         |                       |
| EFAA                       | Main Block      | 1st Floor | 01.013                  | 13                 | 13                           | Teaching                  | General                      | 79.98    | 8.71         |                       |
| EFAC                       | Community Block | 1st Floor | 01.014                  | 14                 | 14                           | WC                        | Non-net                      |          | 8.36         |                       |
| EFAC                       | Community Block | 1st Floor | 01.015                  | 15                 | 15                           | WC                        | Non-net                      |          | 7.82         |                       |
| EFAC                       | Community Block | 1st Floor | 01.017                  | 17                 | 17                           | Store                     | Storage                      | 3.39     | 15.99        |                       |
| EFAA                       | Main Block      | 1st Floor | 01.018                  | 18                 | 18                           | Teaching                  | Light practical (other)      | 21.81    |              |                       |
| EFAA                       | Main Block      | 1st Floor | 01.019                  | 19                 | 19                           | Teaching                  | General                      | 55.75    |              |                       |
| EFAA                       | Main Block      | 1st Floor | 01.020                  | 20                 | 20                           | Disabled WC               | Non-net                      |          | 9.2          |                       |
| EFAA                       | Main Block      | 1st Floor | 01.021                  | 21                 | 21                           | Store                     | Storage                      | 7.53     |              |                       |
| EFAA                       | Main Block      | 1st Floor | 01.022                  | 22                 | 22                           | Resources                 | Storage                      | 7.43     |              |                       |
| EFAA                       | Main Block      | 1st Floor | 01.025                  | 25                 | 25                           | WC                        | Non-net                      |          | 8.71         |                       |
| EFAA                       | Main Block      | 1st Floor | 01.026                  | 26                 | 26                           | Teaching                  | General                      | 102.26   |              |                       |
| EFAA                       | Main Block      | 1st Floor | 01.028                  | 28                 | 28                           | Store                     | Storage                      | 13.29    |              |                       |
| EFAA                       | Main Block      | 1st Floor | 01.029                  | 29                 | 29                           | Office (Reception)        | General                      | 9.82     |              |                       |
| EFAA                       | Main Block      | 1st Floor | 01.030                  | 30                 | 30                           | Teaching (Reception)      | Open plan/ semi-open general | 128.53   |              |                       |
| EFAA                       | Main Block      | 1st Floor | 01.031                  | 31                 | 31                           | Resource area (Reception) | Open plan/ semi-open general | 36.18    |              |                       |
| EFAA                       | Main Block      | 1st Floor | 01.032                  | 32                 | 32                           | Storage                   | Storage                      | 7.05     |              |                       |
| EFAA                       | Main Block      | 1st Floor | 01.033                  | 33                 | 33                           | WC                        | Non-net                      |          | 9.21         |                       |
| EFAA                       | Main Block      | 1st Floor | 01.034                  | 34                 | 34                           | Caretaker                 | Storage                      | 5.56     |              |                       |
| EFAA                       | Main Block      | 1st Floor | 01.035                  | 35                 | 35                           | Circulation               | Non-net                      |          | 41.8         |                       |
| EFAC                       | Community Block | 1st Floor | 01.036                  | 36                 | 36                           | Community Room / Teaching | General                      | 9        |              |                       |
| EFAA                       | Main Block      | 1st Floor | 01.037                  | 37                 | 37                           | Office                    | General                      | 3.24     |              |                       |
| EFAA                       | Main Block      | 1st Floor | 01.037A                 | 37A                | 37A                          | WC                        | Non-net                      |          | 0.74         |                       |
| EFAA                       | Main Block      | 1st Floor | 01.038                  | 38                 | 38                           | Circulation               | Non-net                      |          | 8.58         |                       |
| EFAA                       | Main Block      | 1st Floor | 01.039                  | 39                 | 39                           | Storage                   | Storage                      | 3.42     |              |                       |
| EFAA                       | Main Block      | 1st Floor | 01.040                  | 40                 | 40                           | Storage                   | Storage                      | 3.42     |              |                       |
| EFAA                       | Main Block      | 1st Floor | 01.041                  | 41                 | 41                           | Storage (PE)              | Storage                      | 1.28     |              |                       |
| EFAA                       | Main Block      | 1st Floor | 01.042                  | 42                 | 42                           | Hall                      | Large                        | 170.24   |              |                       |

|                            | STEP 2                       |                               |                         |                          |                               | STEP 3 |                                       |             |                            |
|----------------------------|------------------------------|-------------------------------|-------------------------|--------------------------|-------------------------------|--------|---------------------------------------|-------------|----------------------------|
| Validations                | Unusable as Basic Workplaces | Height of Room (m) (optional) | No. of sinks (optional) | Accessibility (optional) | Daylight provision (optional) | Notes  | Room Use                              | Status      | Type of space validation   |
| Not recorded in net spaces | Daylight/ ventilation        |                               |                         |                          |                               |        | Offices                               | Early years | Space with status type and |
|                            |                              |                               | 2                       |                          |                               |        | Shared teaching areas                 | Early years |                            |
|                            |                              |                               | 2                       |                          |                               |        | Toilets (pupils)                      | Early years |                            |
|                            |                              |                               | 1                       |                          |                               |        | Nursery playrooms                     | Early years |                            |
|                            |                              |                               |                         |                          |                               |        | Classroom stores                      | Early years |                            |
|                            | Fire escape                  |                               |                         |                          |                               |        | Circulation spaces                    |             |                            |
|                            | Fire escape                  |                               |                         |                          |                               |        | Coats and bags stores                 |             |                            |
|                            |                              |                               |                         |                          |                               |        | Classroom stores                      |             |                            |
|                            |                              |                               | 1                       |                          |                               |        | Toilets (pupils)                      |             |                            |
|                            | Daylight/ ventilation        |                               |                         |                          |                               |        | Therapy rooms                         |             |                            |
|                            |                              |                               |                         |                          |                               |        | Circulation spaces                    |             |                            |
|                            |                              |                               |                         |                          |                               |        | Junior classrooms                     | Teaching    |                            |
|                            |                              |                               | 2                       |                          |                               |        | Toilets (pupils)                      |             |                            |
|                            |                              |                               | 2                       |                          |                               |        | Toilets (pupils)                      |             |                            |
|                            |                              |                               |                         |                          |                               |        | Classroom stores                      |             |                            |
|                            |                              |                               | 1                       |                          |                               |        | Shared teaching areas                 | Teaching    |                            |
|                            |                              |                               |                         |                          |                               |        | Junior classrooms                     | Teaching    |                            |
|                            |                              |                               | 1                       |                          |                               |        | Accessible toilets                    |             |                            |
|                            |                              |                               |                         |                          |                               |        | Classroom stores                      |             |                            |
|                            |                              |                               |                         |                          |                               |        | Classroom stores                      | Teaching    |                            |
|                            |                              |                               | 2                       |                          |                               |        | Toilets (pupils)                      |             |                            |
|                            |                              |                               | 1                       |                          |                               |        | Reception classrooms                  | Teaching    |                            |
|                            |                              |                               |                         |                          |                               |        | Teaching resources stores (practical) |             |                            |
|                            | Daylight/ ventilation        |                               |                         |                          |                               |        | Offices                               |             |                            |
|                            |                              |                               | 1                       |                          |                               |        | Reception classrooms                  | Teaching    |                            |
|                            |                              |                               |                         |                          |                               |        | Shared teaching areas                 | Teaching    |                            |
|                            | Daylight/ ventilation        |                               |                         |                          |                               |        | Classroom stores                      |             |                            |
|                            |                              |                               | 3                       |                          |                               |        | Toilets (pupils)                      |             |                            |
|                            | Daylight/ ventilation        |                               |                         |                          |                               |        | Cleaners' stores                      |             |                            |
|                            |                              |                               |                         |                          |                               |        | Circulation spaces                    |             |                            |
|                            |                              |                               |                         |                          |                               |        | Small group rooms                     |             |                            |
|                            |                              |                               |                         |                          |                               |        | Offices                               |             |                            |
|                            |                              |                               | 1                       |                          |                               |        | Toilets (staff/ visitors)             |             |                            |
|                            | Narrow (<3.5m)               |                               |                         |                          |                               |        | Circulation spaces                    |             |                            |
|                            |                              |                               |                         |                          |                               |        | Storage rooms                         |             |                            |
|                            | Daylight/ ventilation        |                               |                         |                          |                               |        | Storage rooms                         |             |                            |
|                            | Daylight/ ventilation        |                               |                         |                          |                               |        | Sports equipment stores               |             |                            |
|                            |                              |                               |                         |                          |                               |        | Assembly halls                        | Teaching    |                            |



# UTILISATION FACTORS

| age ranges      | nursery     | recep       | KS1         | KS2         | KS3         | KS4        | post-16     | current for mainstream | Proposed for mainstream | Proposed for SEN |
|-----------------|-------------|-------------|-------------|-------------|-------------|------------|-------------|------------------------|-------------------------|------------------|
| 2 to 11         | 1           | 1           | 2           | 4           |             |            |             | 0.85                   | <b>0.86</b>             | <b>0.31</b>      |
| 3 to 11         | 1           | 1           | 2           | 4           |             |            |             |                        | <b>0.86</b>             | <b>0.31</b>      |
| 4 to 11         |             | 1           | 2           | 4           |             |            |             | 0.85                   | <b>0.85</b>             | <b>0.30</b>      |
| 5 to 11         |             |             | 2           | 4           |             |            |             | 0.85                   | <b>0.85</b>             | <b>0.30</b>      |
| 7 to 11         |             |             |             | 4           |             |            |             | 0.85                   | <b>0.85</b>             | <b>0.30</b>      |
| 5 to 14         |             | 1           | 2           | 2           |             |            |             |                        | <b>0.85</b>             | <b>0.30</b>      |
| 3 to 16         | 1           | 1           | 2           | 4           | 3           | 2          |             | 0.78                   | <b>0.82</b>             | <b>0.29</b>      |
| 4 to 16         |             | 1           | 2           | 4           | 3           | 2          |             | 0.78                   | <b>0.81</b>             | <b>0.29</b>      |
| 5 to 16         |             |             | 2           | 4           | 3           | 2          |             | 0.77                   | <b>0.80</b>             | <b>0.28</b>      |
| 7 to 16         |             |             |             | 4           | 3           | 2          |             | 0.76                   | <b>0.79</b>             | <b>0.28</b>      |
| 4 to 17         |             | 1           | 2           | 4           | 3           | 2          | 1           |                        | <b>0.79</b>             | <b>0.28</b>      |
| <b>11 to 16</b> |             |             |             |             | 3           | 2          |             | 0.75                   | <b>0.75</b>             | <b>0.27</b>      |
| 2 to 18         | 2           | 1           | 2           | 4           | 3           | 2          | 2           | 0.75                   | <b>0.80</b>             | <b>0.28</b>      |
| 3 to 18         | 1           | 1           | 2           | 4           | 3           | 2          | 2           | 0.75                   | <b>0.79</b>             | <b>0.28</b>      |
| 4 to 18         |             | 1           | 2           | 4           | 3           | 2          | 2           | 0.75                   | <b>0.78</b>             | <b>0.28</b>      |
| 5 to 18         |             |             | 2           | 4           | 3           | 2          | 2           | 0.75                   | <b>0.78</b>             | <b>0.28</b>      |
| 7 to 19         |             |             |             | 4           | 3           | 2          | 2           | 0.8                    | <b>0.76</b>             | <b>0.27</b>      |
| <b>11 to 18</b> |             |             |             |             | 3           | 2          | 2           | 0.71                   | <b>0.71</b>             | <b>0.25</b>      |
| 16 to 19        |             |             |             |             |             |            | 2           | 0.63                   | <b>0.63</b>             | <b>0.23</b>      |
| 14 to 19        |             |             |             |             |             | 2          | 2           | 0.67                   | <b>0.67</b>             | <b>0.24</b>      |
|                 | <b>0.95</b> | <b>0.85</b> | <b>0.85</b> | <b>0.85</b> | <b>0.78</b> | <b>0.7</b> | <b>0.63</b> |                        |                         |                  |

# WORKPLACES

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Workplaces are used unit of measurement to ensure that spaces in schools are weighted fairly

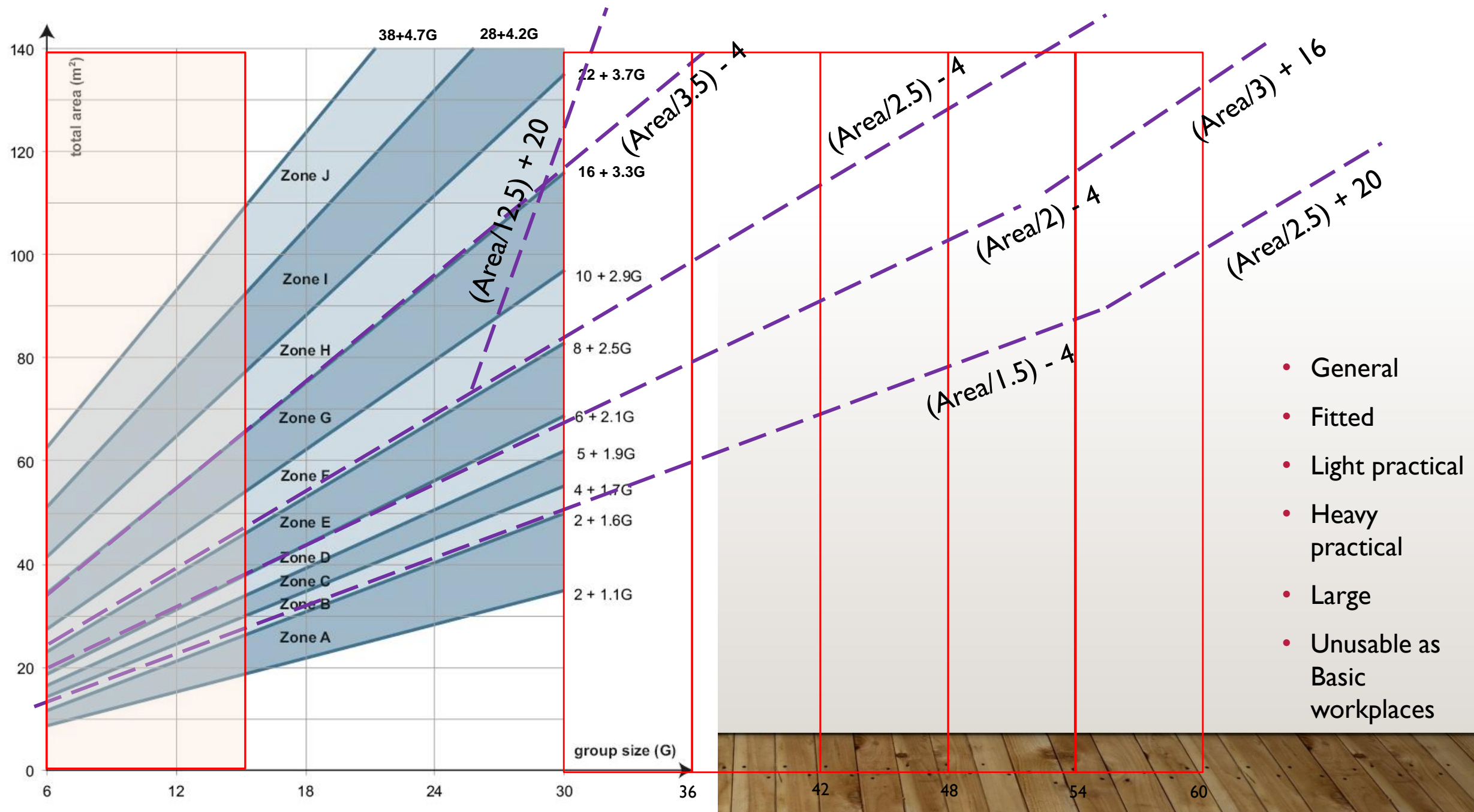
- because a classroom of 50m<sup>2</sup> and a gymnasium of 260m<sup>2</sup> will both accommodate a class of 30

Each space in the net area is allocated a notional number of workplaces. based on different formulae for each type of space

- workplaces between 15 and 30 or, in larger spaces, the highest multiple of 30 (60, 90, etc.) are known as 'basic workplaces'
- workplaces in spaces with less than 15 workplaces, or the remaining workplaces in spaces with more than 30, are known as 'resource workplaces'

So small rooms (27m<sup>2</sup> or less in 'general' spaces) and extra space in larger rooms (over 50m<sup>2</sup> in general) do not count towards the capacity of any school

- Such space should still be measured, however, to ensure that there is enough support space
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# GENERIC SPACE TYPES

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- **General** – daylit classrooms, staff rooms, offices, group rooms
  - Enclosed/ open-plan or semi-open/ under 27m<sup>2</sup>/ Unusable as basic workplaces
- **Fitted** – ICT-rich/ music/ LRCs
- **Light practical** – science/ other
- **Heavy practical** – workshop/ clean
- **Large** – halls and PE
- **Storage** – not prep rooms
- **Non-net** – kitchens, changing with showers, toilets, circulation, plant

# OBJECTIVES ATTRIBUTES OF GENERIC SPACE TYPES

| Room type                           | Spaces                 | Light            | reasonably ventilated and heated | servicing                    | sinks           | walls with fitted furniture | fixed equipment             | Examples  |
|-------------------------------------|------------------------|------------------|----------------------------------|------------------------------|-----------------|-----------------------------|-----------------------------|---|
| <b>General</b>                      | Enclosed               | daylit           | Yes                              | electrical and IT            | 1 or no sinks   | 1 or no walls               | minimal                     | Classrooms, staff rooms, offices, group rooms   |
| Open-plan/ semi-open <b>general</b> | Open-plan/ semi-open   | lit              | Yes                              | electrical and IT            | 1 or no sinks   | 1 or no walls               | minimal                     | spaces open to main circulation route or other spaces   |
| <b>Fitted</b>                       | Any                    | any              | Yes                              | electrical and IT            | no sinks        | 2 or more walls             | any                         | ICT-rich rooms, music rooms with fixed benching for keyboards or secondary school libraries/ LRCs with fixed shelving   |
| <b>Light practical</b> (science)    | Any                    | daylit           | Yes                              | electrical, IT and wet       | 1 or more sinks | 2 or more walls             | any                         | fitted furniture suitable for science (e.g. benching with gas taps); e.g. science studio/ demonstration, science laboratories, science prep rooms   |
| <b>Light practical</b> (other)      | Any                    | daylit           | Yes                              | electrical, IT and wet       | 1 or more sinks | 2 or more walls             | any                         | e.g. art rooms, graphics or textiles rooms, hair and beauty salons or primary practical spaces  |
| <b>Heavy practical</b> (workshops)  | Any                    | daylit           | Yes                              | electrical, IT, wet, extract | 2 or more sinks | varies                      | workshop machines           | a workshop environment (e.g. design technology, engineering and construction workshops, prep rooms for workshops, CAD/CAM and heat treatment areas)   |
| <b>Heavy practical</b> (clean)      | Any                    | daylit           | Yes                              | electrical, IT and wet       | 3 or more sinks | 2 or more walls             | for food or clinical        | a clean, hygienic environment (e.g. food room, catering training rooms, clinical or massage spaces with beds, fitness/ exercise rooms)  |
| <b>Large</b>                        | Enclosed large volumes | varies           | Yes                              | electrical                   | n/a             | n/a                         | often for PE or performance | sports halls, gymnasiums, swimming pools, halls (including any stage area), dining halls (not smaller social areas), drama, dance or media studios, atria and malls.  |
| <b>Storage</b> (fitted)             | Enclosed               | minimal daylight | No                               | minimal                      | 1 or no sinks   | shelving or racking         |                             | not occupied and suitable for storage of teaching resources, work in progress, furniture, sports or other equipment. Not including preparation spaces (e.g. in science and design technology).  |
| <b>Non-net</b>                      | Any                    | varies           | varies                           | varies                       | varies          | varies                      | varies                      | Any spaces within a commercial school kitchen, including preparation, washup, food stores, admin, changing and toilets; any changing area with showers; any spaces of which more than 85% is circulation; any toilets, suites of toilets or hygiene rooms; any plant space, server rooms. |

# UNUSABLE AS BASIC WORKPLACES

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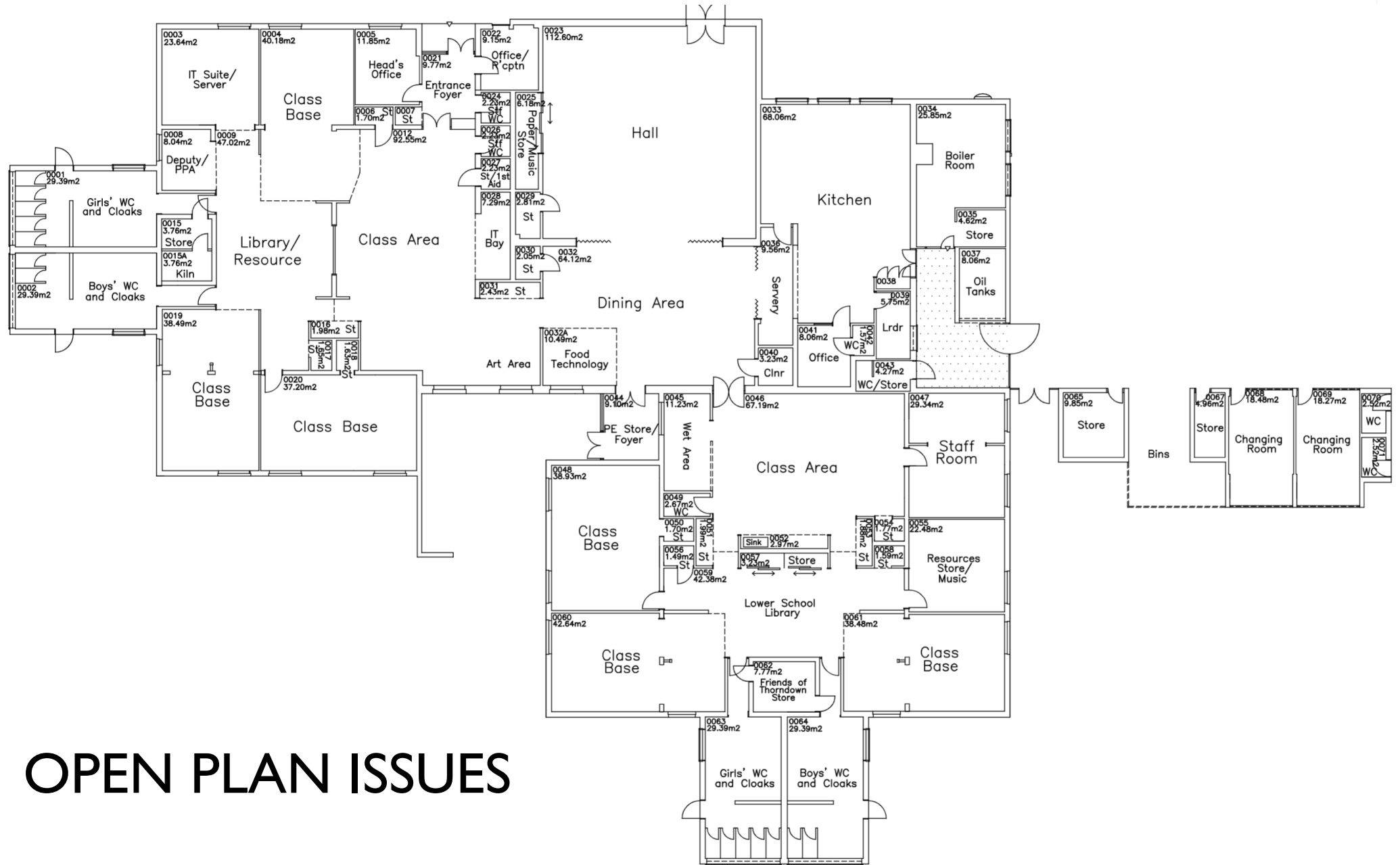
- Daylight/ ventilation – insufficient for full-time occupation
- Heat/ insulation – insufficient for full-time occupation
- Fire escape – inadequate
- Narrow – less than 3.5m
- Low ceiling – less than 2.1m
- Changing benches – cloakrooms
- 85% circulation –but still some usable space
- Pools
- Outbuildings



# NET AND NON-NET



Primary school plan showing net area.



# OPEN PLAN ISSUES

# ISSUES RAISED IN TESTING

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- **Errors** highted in beta version have been corrected
- **Method** generally matches that of original mainstream except 10 or more (not 15 or more) workplaces count as basic workplaces in SEN schools
- **Names of rooms** have been amended to match 'Uniclass' naming system
- This then matches the names used for Schedules of Accommodation
- Number of options for names is useful for SoA, but has been reduced for NCA
- 'Soft' and 'Hard' **validations** can be useful to avoid mistakes

# SEN TOOL PILOT DATA (74 SCHOOLS)

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- Using Pilot NCAs for 35 Special Schools (ignoring AP and odd sizes)
- And 39 recent DfE capital schemes:
  - 57 (77%) have GIAS or design capacity within the 25% range in the tool, so match
  - 6 (8%) have GIAS or design capacity within 6 places of the range, so close
  - **63 (85%) therefore have a reasonable capacity provided by the tool**
- Of the remaining 11 (15%),
  - 2 (3%) have a design capacity below the range as groups are very small
  - 2 (3%) have a range that matches LA assumptions which are lower than GIAS
  - 3 have capacities that are similar to the number if every classroom had 8 pupils.





# MEASURING CAPACITY OF EXTERNAL FACILITIES AS MITIGATION IN RESTRICTED SITES

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FEBRUARY 2020





# BACKGROUND AND ANALYSIS

CDC measures area of external areas but not the facilities provided

**BB103/104 minimum areas** based on the use of a traditional sports provision: grass pitches and tarmacadam hard surface areas

Analysis shows the **range and type of facilities provided have more impact on sport and activity than the overall playing field area**

Option for capacity assessment to include:

- ▶ **an alternative measure of the actual facilities**, not based solely on area, for use in sites below the recommended net site area
- ▶ Proposal to use a point system that can be compared to a minimum required depending on school size and type
- ▶ Could be additional to net capacity of buildings
- ▶ Could allow more workplaces in buildings where there is minimal external facilities

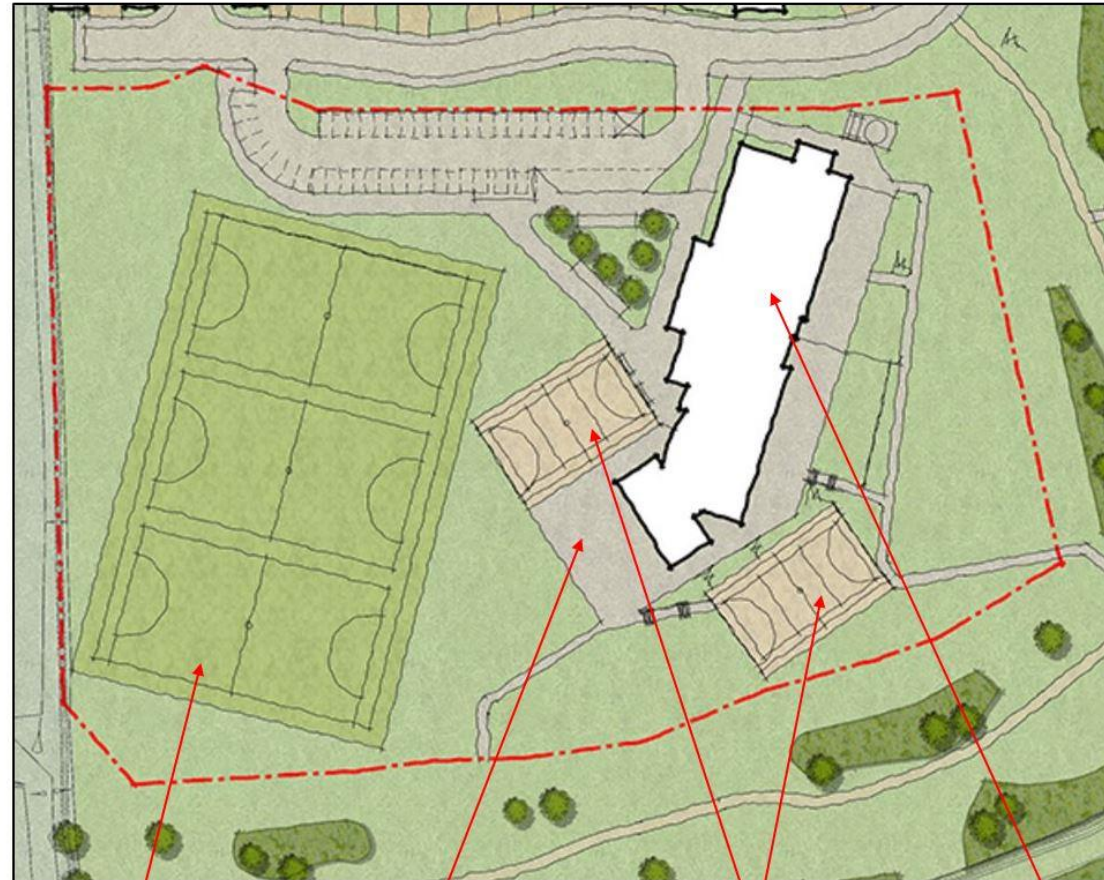




# REASONABLE SITE: EXISTING PRIMARY SCHOOL

**Example (1 school).** A 2FE, 420 pupil mainstream primary school, ages 4 to 11. Its gross area is 19,020 sqm which is 19% above the minimum and net area is 15,900 sqm which is 10% over minimum.

| Three small grass football pitches | An indoor hall | Two small MUGAS | Playground for primary | Total | Required score |
|------------------------------------|----------------|-----------------|------------------------|-------|----------------|
| 6                                  | 7              | 10              | 5                      | 28    | 18             |



3 small grass pitches (score 6)

Playground for primary (score 5)

2 small MUGA's (score 10)

Indoor hall (score 7)



# RESTRICTED SITE: EXISTING PRIMARY SCHOOL

## Example (2)

A 2FE, 420 pupil mainstream primary school, ages 4-11. It is 31% below minimum net area.  
This is a good example of a primary school that provides adequate external play provision on a restricted site.

|           | Gross site area (sqm) | Net site area (sqm) | Soft outdoor PE (sqm) | Soft informal and social areas (sqm) | Hard outdoor PE (sqm) | Hard informal and social area (sqm) | Habitat area (sqm) |
|-----------|-----------------------|---------------------|-----------------------|--------------------------------------|-----------------------|-------------------------------------|--------------------|
| min BB103 | 15,986                | 14,400              | 8,400                 | 1,440                                | 1,030                 | 620                                 | 210                |
| max BB103 | 19,983                | 15,986              | 9,540                 | 2,260                                | 1,850                 | 1,440                               | 1,030              |
| actual    | 13,300                | 9,900               | 2,986                 | 6,004                                | 0                     | 1,000                               | 210                |

| Artificial grass court | Outdoor learning | Play equipment for primary | Small outdoor pitch | Supervised wildlife area |
|------------------------|------------------|----------------------------|---------------------|--------------------------|
| 15                     | 1                | 2                          | 2                   | 2                        |
| Playground for primary | Indoor hall      | Total                      | Required score      |                          |
| 5                      | 7                | 34                         | 18                  |                          |

