

SUMMARY OF MAINTENANCE ACTIVITY

Activities During the half term week 24-28 October 2021

Work conducted by Duncan

1. Sprinkler building compound weeded and several small trees removed
2. Sprinkler compound gate rehung; it now closes correctly.
3. Hedge in Harlyn Garden cut back.
4. Cricket nets frame removed from hedge.
5. Scooter and bike parking areas pressure washed to remove moss.
6. Path around front of offices pressure washed to remove moss.
7. Area above hot water boiler and around bin in staffroom repainted using paint labelled as a colour match (it almost is).
8. Sofa and chair in the reception area (including carpet) cleaned to removed stains and odour.

Contractor Activity

Lina from Langley Roofing (engaged by Hillingdon to complete a Roof Survey report) visited on 28 Oct to survey the roofs of our buildings. She took core samples (confirming that we have 140mm of insulation across the whole of the new building roofs). She returned the following week to complete her survey and she advised that the roofing material used on our new buildings only has a life of around 10 years! Many of the drains on the new roofs are blocked, I removed some of the larger clumps of vegetation however there is more work required including 2 blocked down pipes. The leaf guards are missing or damaged on several drains. We have been classed as an Amber school for roof condition and Hillingdon will be further monitoring the condition of the roofs with an internal condition report in the pipeline to validate the survey. There is nothing of immediate concern reported but there are areas where the single ply roof covering is starting to fail. The roofs are coming up for renewal in the next few years. Report attached.



Partially Blocked
(Cleared some but needs further work)



Drain higher than surrounding roof channel leading to permanent standing water

Routine Planned Maintenance and Repairs Since Start of School Year

Activity	Contractor	Date	Notes/Follow-up Action
Thermostatic Mixing Valves	R&L Paul	10/09/2021	2 x mixer taps replaced
Fire Extinguisher Service	Chubb Fire	22/09/2021	
Lift Service	Jacksons Lifts	29/09/2021	
Lifts LOLER inspection	British Eng.	21/10/2021	
Emergency Lights	MEM	02/11/2021	4 x Lights/signs replaced
Sprinkler System	Target Fire Sys.	11/11/2021	Replaced control panel battery
Kitchen Appliance service	MicBex	23/11/2021	
Air con service	Refrigeration	21/12/2021	Replacement filters required for IT room
Asbestos Survey	Reborn	21/12/2021	Minor plaster repair in upstairs library required
Security Alarms System	Octagon	21/12/2021	2 x backup batteries replaced
Boilers Gas Safety check	R&L Paul	14/01/2022	
PE Equipment Check	Olympic Gym.	17/01/2022	

Unscheduled Repairs

Repairs	Contractor	Date	Notes/Follow-up Action
Replace water boiler in 6MH	R&L Paul	06-Dec-21	
Hot water boiler in West Building	R&L Paul	ongoing	Awaiting spares for permanent fix
UPS Battery failure kitchen shutter		15-Oct-21	UPS replaced
Fencing by back gate	Barnes	TBC	(house owner to complete his side)

Due this Year

Activity	Contractor	Date
Underfloor Heating Service	Warmafloor	11-Feb-22
5 Year Fixed Wiring Inspection		Aug-22

Current Recommendations

Issue: Water seeps constantly from the Nursery playground surface leading to algae growth and becoming a slip hazard.
Course of action: Excavate to find source and install pipework to direct it to the adjacent drain.
Replace surface with playground grade tarmac.



Issue: Nursery canopy supports are badly corroded.
Course of action: Sandblast and refinish.



Issue: Nursery middle shed roof is leaking.
Course of action: Duncan to Re-felt roof.



Issue: Concrete surface at entrance to storage shed is degraded.
Course of action: Duncan to Repair



Issue: Water entering around base of sprinkler building leading to corrosion of support bases.
Course of action: Duncan to Seal base.



Issue: Sprinkler compound and car park fence require minor repairs, cleaning to remove algae and application of a fence preservative treatment.
Course of action: Duncan to repair clean and apply



Issue: 2 classrooms have “blown” windows glazing. Course of action: Duncan to obtain quotes to replace glass.		
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Ongoing Issues

1. Vinyl lifting on stairs.
2. Carpet lifting which is being stuck down with tape.
3. Fence to Harlyn Garden in need of repair.
4. Pond requires clearance of debris and foliage.

Duncan