

PROPOSED REFURBISHMENT & EXTENSION

HILLTOP FIRST SCHOOL
CLEWER HILL ROAD
WINDSOR, SL4 4DW

DESIGN & ACCESS STATEMENT

NOVEMBER 2023

EDGINGTONS
ARCHITECTS

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1. INTRODUCTION

This statement is in support of the Planning Application submission being made on behalf of RBWM.

The proposals include the refurbishment of part of the existing building of Hilltop First School to provide an improved resource base for pupils with special education needs and disabilities (SEND), and extension of the existing school to host the relocated nursery due to the refurbishment.





2. ASSESSMENT

2.1 SITE CONTEXT

Hilltop First School is located in Windsor within the ward boundaries of Clewer Green.

The majority of the surrounding area consists of medium sized, detached or semi detached residential properties.

To the west of the site is Clewer Green CofE Aided First School, Clewer Green.

The school is not within the Green Belt or any conservation areas.

2.2 USE & SCALE

Hilltop School is a first school with pupils between 3 and 9 years old.

The existing school building is mainly single storey with pitched roofs, with a two-storey part to the northern part of the building.



Existing Building (Area for extension)

2.3 PLANNING POLICY

The main planning considerations applying to the site and the associated policies are:

- Adopted Borough Local Plan
 - QP1, QP3: Design in keeping with character and appearance of area
 - EP1: Environmental Protection
 - IF6: Community Facilities
 - IF2: Sustainable Transport
- RBWM Design Guide
- RBWM Parking Strategy

2.4 PLANNING HISTORY

The School has undergone a number of renovations and extensions. The most recent includes the construction of a single storey infill extension to the rear of the school, the relocation of an existing canopy and the installation of a new canopy in 2014.

- 08/00864/FULL Single storey front extension with canopy and additional hard surface play area.
- 08/02524/FULL Two storey extension to provide additional classrooms together with revised car parking access road and bin storage.
- 14/00988/FULL Construction of single storey infill extension to rear of school, relocation of existing canopy and installation of new canopy.

2.5 DESCRIPTION OF SITE

The school is located within a residential area. The building is set back from the main road with a narrow entrance leading into the school car park.

The external area has a mix of hard and soft play. The Soft Outdoor (PE) is located to the south west of the boundary, whilst the informal and social hard outdoor is located to the south of the main school block. The school does not have a Hard Outdoor (PE) area.

Nursery classrooms are located to the northern wing of the school building.

There are large mature trees around the school site and more specifically along the edge of the site along Park Corner. They act as a noise buffer and noise from and to the playing fields do not affect the school or the local residents.

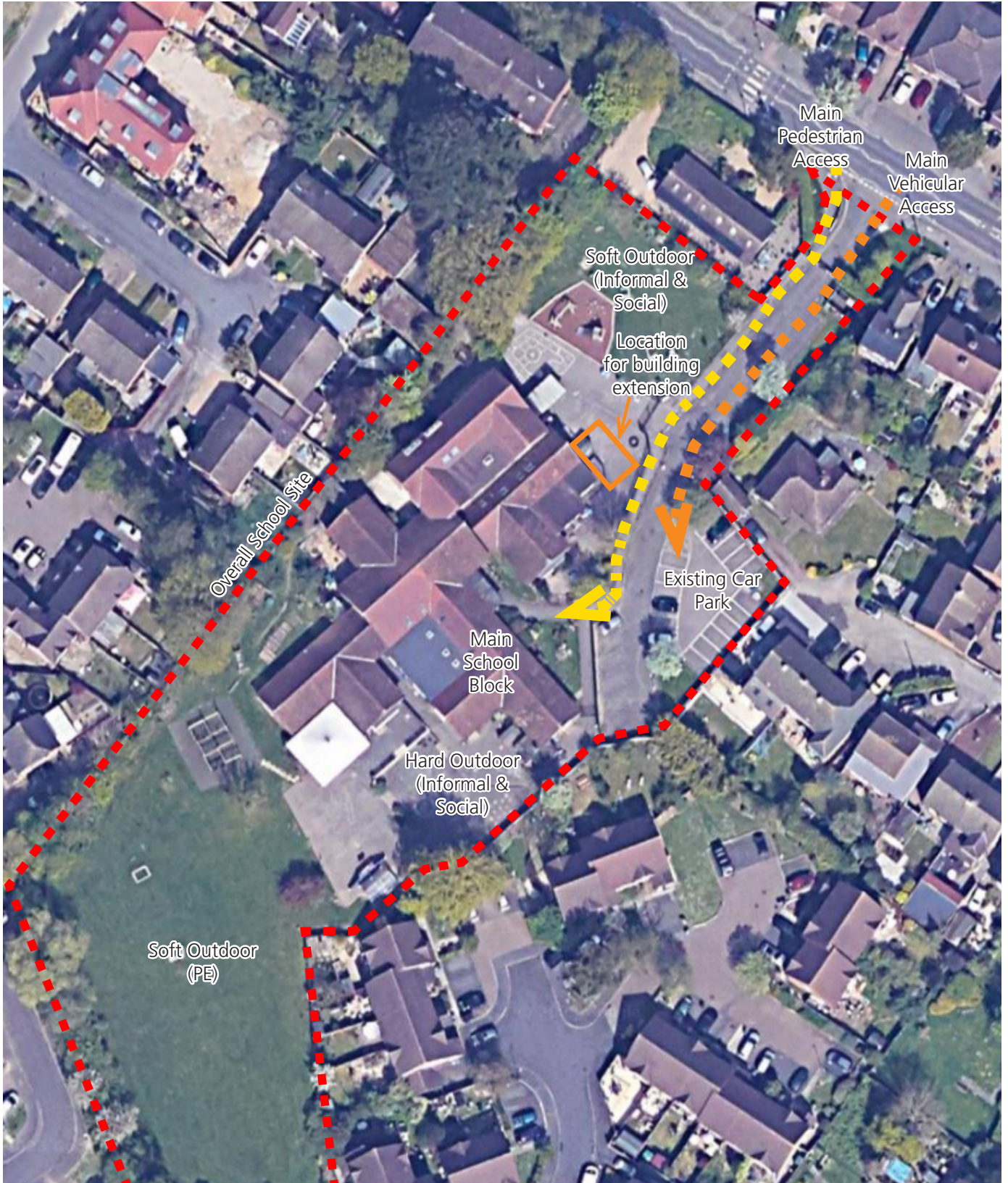
2.6 ACCESS & PARKING

The main existing vehicular access is through Clewer Hill Road.

There is a car park to the east of the site, which provides on site staff and visitor parking.

Informal drop off is via Clewer Hill Road, which is a two-way road.

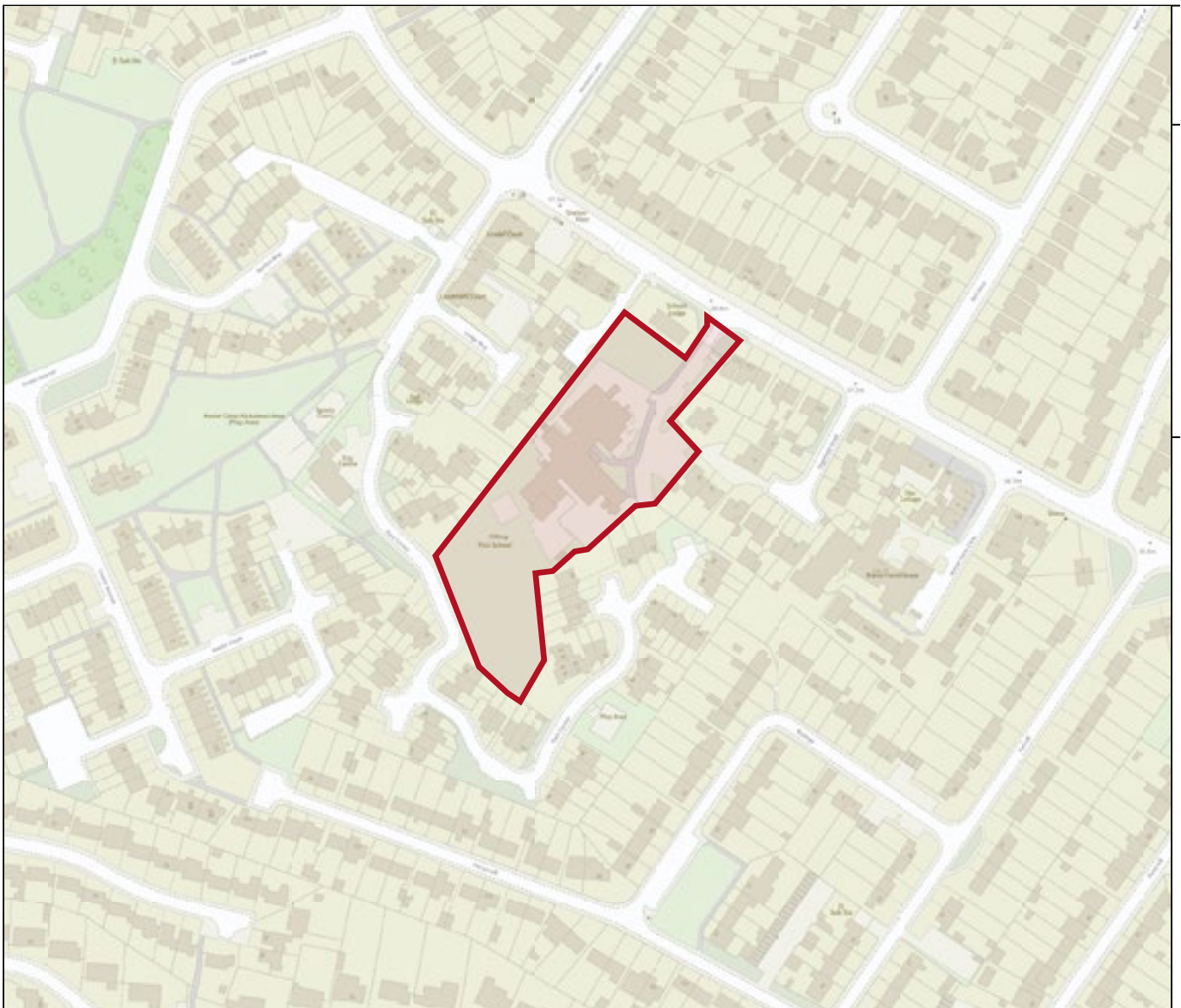
The main pedestrian access to the school is through Clewer Hill Road, where is the main entrance to the site and only access point.



2.7 FLOODING

The school site and application site are within Flood Zone 1. Thus, the proposals fall outside of any area liable to flooding, so a Flood Risk Assessment is not deemed necessary as part of this application.

- Selected area
- Flood zone 3
- Flood zone 2
- Flood zone 1
- Flood defence
- Main river
- Water storage area



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3. INVOLVEMENT

3.1 STAKEHOLDER ADVICE

Proposals for the requirements and design of the proposed resource base and nursery provision have been developed through consultation with Hilltop First School, RBWM, and a team of specialist consultants.

Meetings with the School and the Council have contributed to the evolution of the design to make sure that all needs are covered by the provision of this extension and refurbishment.

3.2 PRE-APPLICATION ADVICE

Pre-application advice was sought from the Planning Team of RBWM and received on 17th February 2023.

The below summarise the discussions.

- As the proposed extension is to be single storey and given the fact that it is not a detached building closer to the adjacent residents, it is not considered that there would be any adverse impact on neighbouring properties.
- The proposed extension is outside of an area liable to flooding.
- The proposal would not affect the existing parking arrangements, as the proposed extension would not encroach on any parking areas. It is also noted that there is unrestricted on-street parking available in nearby side roads.
- Confirmation required on any increase in pupils/staff as a result of the proposal. If there are changes, a Travel Plan should be accompany the application.
- If the proposed development is expected to disturb existing roofing materials, a suitable ecology assessment to be submitted as part of the application. Details of biodiversity enhancements to be submitted as well.

4. EVALUATION & DESIGN

4.1 USE

The use of the site will remain as existing: educational. There is no proposal for change of use. The proposed refurbishment will improve the existing resource base for pupils with special education needs and disabilities (SEND).

4.2 AMOUNT

The proposals are for internal refurbishment and alterations to accommodate a Resource Base for existing SEND pupils, and for a single storey extension to the north-east of the main school building to create space to relocate the original nursery functions of the remodelled SEN base.

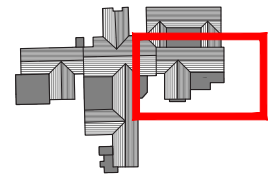
4.3 LAYOUT

The proposed refurbishment works are summarised below:

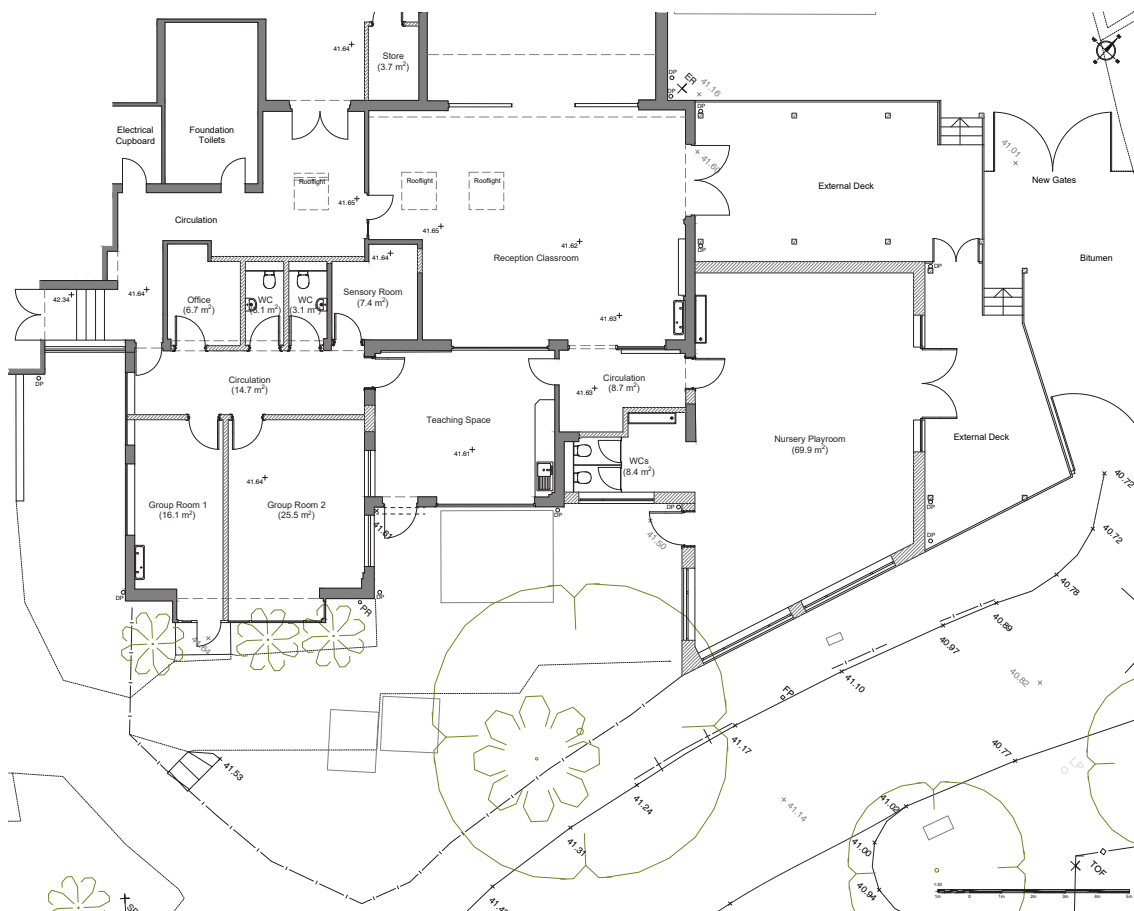
- The existing ground floor nursery playroom is to be remodelled to accommodate a Resource Base for existing SEND pupils.
- The Resource base will comprise of:
 - Two group rooms
 - A sensory room
 - An office
 - New WCs

The proposed single storey extension will create space to relocate the original nursery playroom of the remodelled SEN base. It will also provide additional WCs for the pupils.

An external decking area for the nursery is proposed for external play. A new fence and gates are proposed to the north of the proposed extension to segregate the nursery external informal soft play area with the rest of the school play area.



Key Plan
(Not to scale)



Proposed Ground Floor Plan
(Not to scale)

4.4 SCALE AND APPEARANCE

The proposed internal alterations will not affect the appearance of the existing facades.

The proposed extension is single storey. New WCs are proposed as a flat-roof infill to the existing flat roof extension of the main school block. The new extension is slightly stepped back from the existing facade to differentiate it from the original building and also facilitate construction.

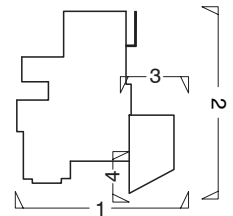
The proposed extension that will host the nursery playroom will have pitched tiled roofs that follow the design of the existing buildings and contribute towards maintaining the character of the existing school building.

The elevation materials will match the existing with brick in stretcher bond and red/brown multi colour.

The proposed windows will match the existing with white colour finish. They follow the same rhythm maintaining the same character and style.

Timber frame canopies with polycarbonate finish are proposed above the new external decking areas. They will provide shelter from weather conditions while not obstructing the daylight entering the classrooms. The north-east elevation of the canopy will be clad in timber at high level to further protect from wind and rain.

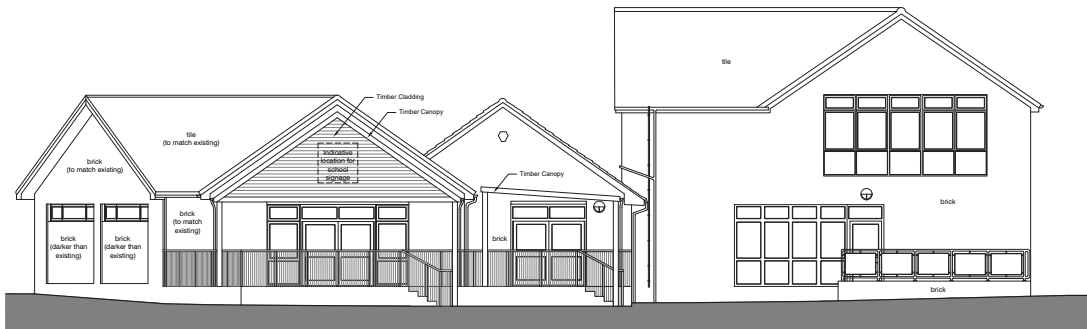
The canopy that will serve the new nursery playroom will follow the pitched roof design of the building to blend in with the character of the school building.



Key Plan
(Not to scale)



Proposed Elevation 1 (South-East)
(Not to scale)



Proposed Elevation 2 (North-East)
(Not to scale)



4.5 ACCESS & PARKING

The existing vehicular and pedestrian access via Clewer Hill Road will remain as existing.

It is expected that up to 10 more pupils will join the school to make use of the resource base provision and 3 more members of staff.

The existing two parallel car parking spaces by the site entrance will be replaced by 5 new car parking spaces perpendicular to the existing.



Proposed Site Plan

5. SUMMARY

We trust that this document and associated drawings have demonstrated that the design proposals have taken due consideration of the Client's and the community's requirements.

Therefore, we trust that the proposals can be supported by the Planning Officer and can be recommended for approval.

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