



Roberts Limbrick

Manwood Grange, Sir Roger Manwood's School

Design and Access Statement



Client: Sir Roger Manwood's School

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**Sir Roger Manwood's
School**

Client



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00 Contents

01 Project Overview	5	3.10 Landscape.....	41
1.1 Introduction.....	6	04 Appendices	45
1.2 Scheme Background.....	7		
1.3 The Brief.....	8		
02 Site Appraisal	11		
2.1 Site Location.....	12		
2.2 Site History.....	13		
2.3 Surrounding Context.....	16		
2.4 Key Buildings and Spaces.....	19		
2.5 Dover Local Plan.....	20		
2.6 Flood Risk.....	21		
2.7 Manwood Grange.....	22		
03 Proposed Design	25		
3.1 Overview of Proposal.....	20		
3.2 Use & Amount.....	27		
3.3 Ground Floor Plan.....	28		
3.4 First Floor Plan.....	30		
3.5 Second Floor Plan.....	32		
3.6 Roof Plan.....	34		
3.7 Existing Elevations.....	36		
3.8 Proposed Elevations.....	38		
3.8 Accessibility.....	40		

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01 Project Overview

- 1.1 Introduction
- 1.2 Scheme Background
- 1.3 The Brief
- 1.4 The Design Team

1.1 Introduction

This Design & Access Statement has been prepared in support of the Planning Application for the alterations to an existing building part of Sir Roger Manwood's Grange School's campus. Originally a boarding house, this will now become a Sixth Form Centre with teaching areas, associated improved accessibility, and improved ventilation. The statement describes the proposed site, assesses the context and immediate setting, and subsequently explains the necessity of minor alterations to the existing building fabric.

All drawings in this report are for illustrative purposes only. The drawings which constitute the planning application have been submitted separately and should be referred to in all matters of record.

1.2 Scheme Background

Located in Sandwich, a historic town located along the River Stour in Dover, Kent. Sir Roger Manwood's School is a 5 Forms of Entry, co-educational grammar school. The school is a secondary school with a sixth form, and has academy status. The school was founded in 1563, and has occupied its current site on Manwood Road since 1895. Currently, the school has 1050 mainstream places; 750 in years 7-11 and 300 Sixth Form places.

Until 2020 the school offered boarding places with two accommodation houses on site, Manwood Lodge (boys) and Manwood Grange (girls), and a third owned by the Trust, Holly Cottage, located off site.

A Premises Development Plan (PDP) was prepared by Roberts Limbrick in May 2019. As part of the PDP, a Gap Analysis was provided to compare the existing schools provision of space versus the current Building Bulletin for secondary schools (BB103).

Whilst this is the measure against which schools are assessed in terms of space provision, it makes most sense when applied to a new-build school. Through no fault of their own, older schools such as Sir Roger Manwood's tend to inherit a legacy of space with odd sizes and shapes, making them inherently inefficient when compared with a new build scenario.

It is also important to note that whilst the BB103 Schedule of Accommodation recommends a standardised breakdown of classroom types and categories (e.g. a proportion of general/extensive classrooms or general/studio/extensive lab types) it is understood that this will vary according to the needs of individual schools.

The Gap Analysis and overall Premises Development Plan highlighted a number of issues with the current Sixth Form provision at Sir Roger Manwood's School.

- The Sixth form centre is currently split over several small pockets around the school. As a result, it lacks its own identity and has no real ownership of space.
- There is an under provision of Sixth Form social space, currently located in blocks C & D and an over provision of an inefficient sixth form study area in block A.

There are currently 300 sixth form places and with the increased demand projected by 2024 in the Local Authorities of Dover and Thanet, Sir Roger Manwood's School are looking to increase their sixth form provision.



Aerial View of Sandwich

1.3 The Brief

The leadership team at Sir Roger Manwood's School has recently decided to close Manwood Grange boarding house, which presents the opportunity to re-purpose it for educational use.

As a new Sixth Form Centre is part of the school's Premises Development Plan, remodelling Manwood Grange boarding house for this purpose would save on the cost of constructing a brand new building.

This offers the school a cost effective and sustainable way of remodelling a derelict freehold building, currently falling into disrepair, to provide a much needed Sixth Form Centre for the school rather than constructing a new build stand alone facility.

The project will also allow the Sixth Form Centre to have its own home and identity with dedicated secure access and parking.

Roberts Limbrick were asked to develop a design for converting the building into a mix of classrooms, offices, social and study space. The design was to be sympathetic to the building's existing character and heritage features.

Landscaping to the adjacent garden spaces and existing carpark is not included in this scope of works. the school is currently exploring funding opportunities to consider future landscaping for these areas.

The current scope's light touch approach leaves most of the external envelope of the building untouched. A replacement of the existing delapidated stair and accessible inclined slope are being added to allow equal access to the main entrance. The pitched glass roof of the Orangery is being replaced by a flat roof. A rear wall to the workshop/delivery zone will be removed to allow direct and improved access into the yard.

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02 Site Appraisal

- 2.1 Site Location
- 2.2 Site History
- 2.3 Surrounding Context
- 2.4 Key Buildings and Spaces
- 2.5 Dover Local Plan
- 2.6 Flood Risk
- 2.7 Manwood Grange

2.1 Site Location

Located in Sandwich, Sir Roger Manwood's School is a 5 Forms of Entry, co-educational grammar school. The school is a secondary school with a sixth form, and has academy status. The school was founded in 1563, and has occupied its current site on Manwood Road since 1895. Currently, the school has 1050 mainstream places; 750 in years 7-11 and 300 Sixth Form places.



Existing school teaching block



Aerial View of Sandwich

Sandwich is a historic town located along the River Stour in Dover, Kent. The school is located on two sites to the southern side of Sandwich, and on the edge of the town in a residential area. All the school buildings are currently on the most northerly site, with the second site utilised for sports. The main school site is accessed off Manwood Road, a private road located to the north of the site. St George's Road runs along the south boundary of the main site. Gardens of residences along St George's Road back onto the school site. Sandown Road is located to the east of the site. Manwood's Grange is accessed from the east of the site from Sandown Road.

Part of the north east side of the site falls within the Sandwich Walled Town Conservation Area, with restricted permitted development (Article 4 Direction - a planning application is required for development that otherwise would be permitted, in order to control the character of the area). Because of this, all trees in this area should be treated as though they are subject to Tree Preservation Orders



Aerial View showing the school's proximity to Scheduled Monument and overlap with the Conservation Area

To the north of the site is a Scheduled Ancient Monument, Sandwich Town Walls. The 'King's Castle', or 'Castle Mead' (c. 1290 - 1464) was situated just outside our the Town Walls, and part of the school may occupy what was the castle site, although the exact location of the King's Castle site is unclear. To the north of this area is a 'Green Wedge' field, known as Castle Mead.

The site has a core of historic buildings, with the first school buildings shown on maps in 1897 and expansions to these visible in 1907 and 1937. There are some more recent post-war additions.



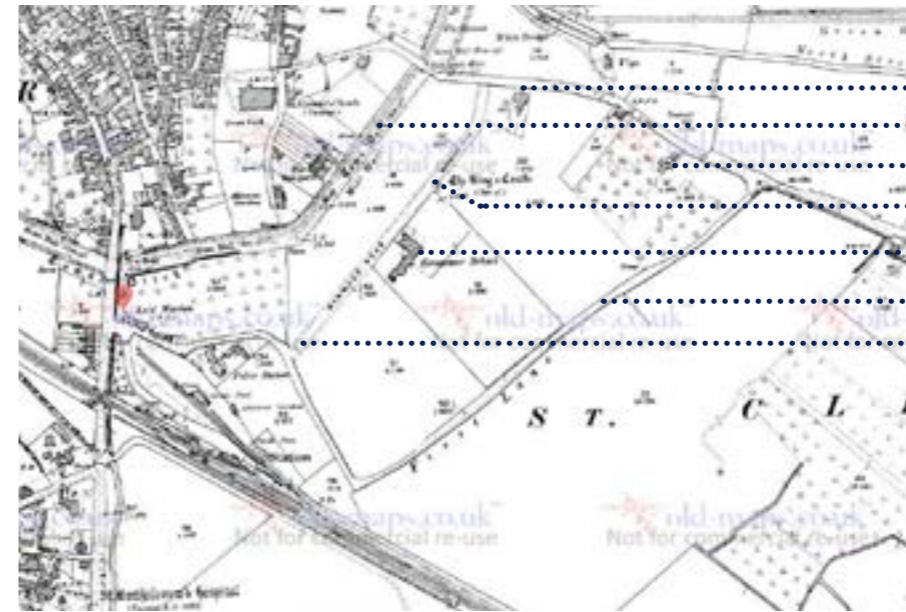
Aerial View of the school and context

2.2 Site History



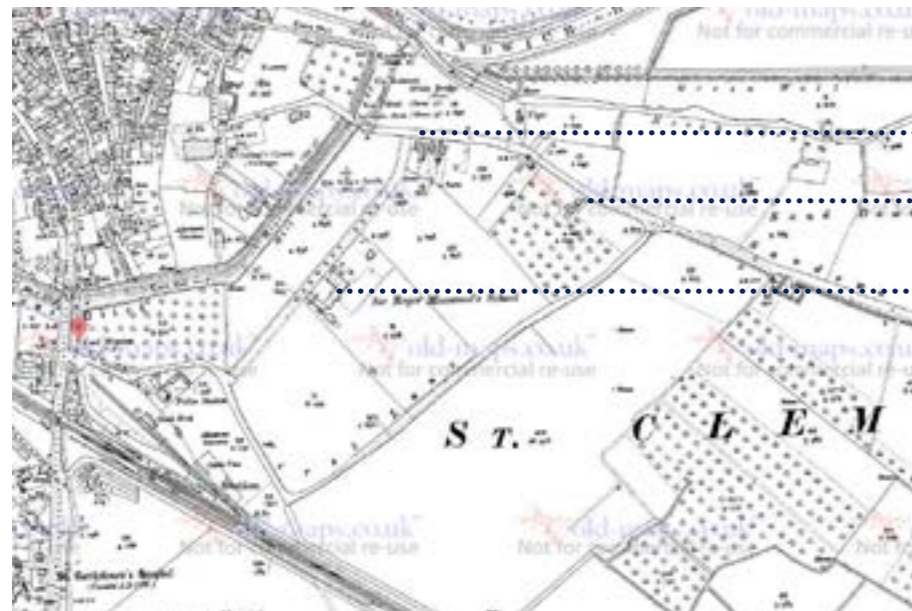
1872

- The Bulwark
- St Clement's Church
- Gaol
- Remains of the King's Castle
- Mill Wall
- Moat
- Black Lane



1897

- Residences
- Town Wall
- **Manwood Grange**
- Site of the King's Castle
- Grammar School
- First Lane
- Manwood Road



1907

- Site of the King's Castle
this has moved from the previous maps
- **Manwoods Grange**
- Sir Roger Manwood's School



1937

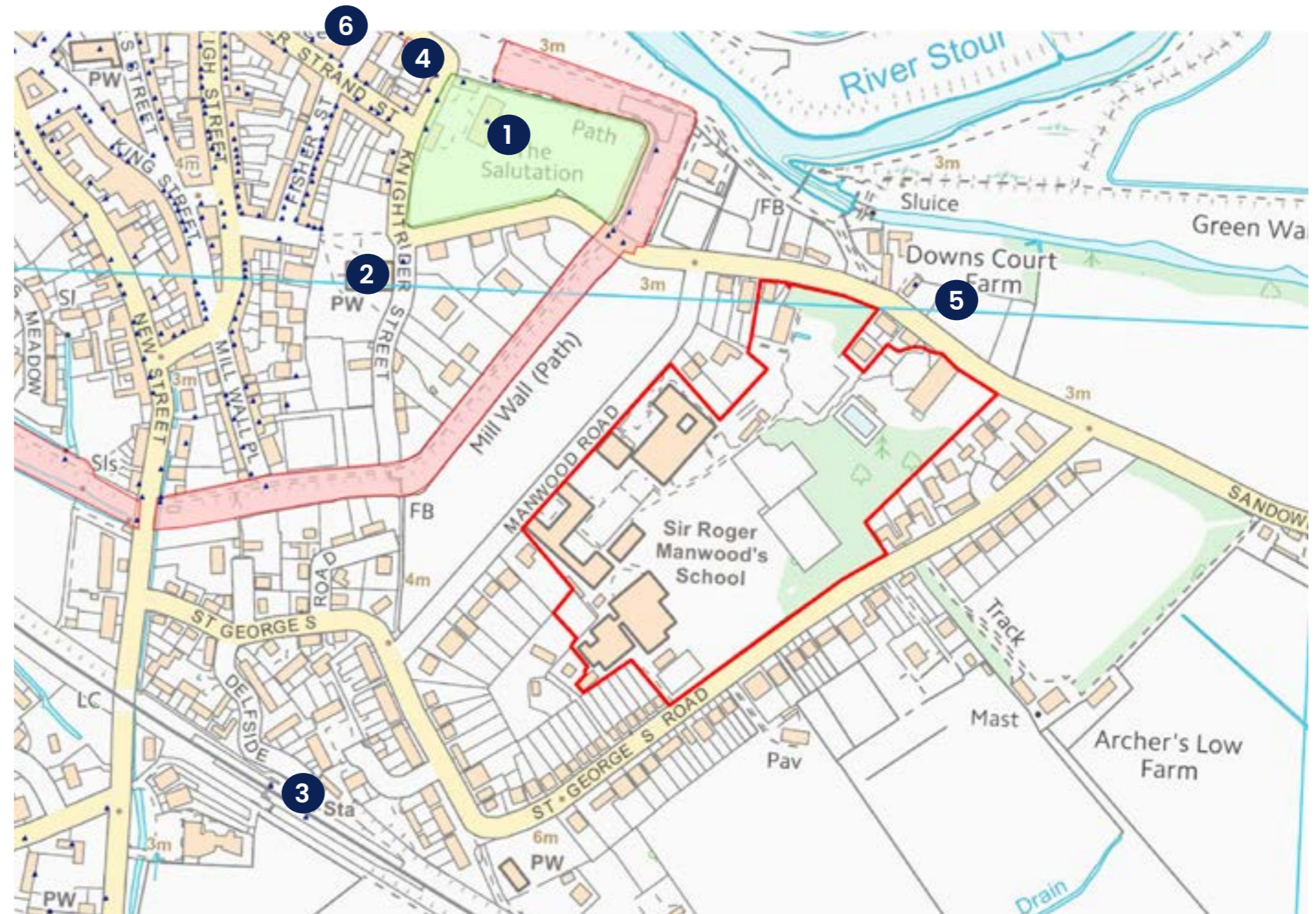
- **Downs Court (Manwood Grange)**
- Sir Roger Manwood's School
- Residences
- St George's Road

2.3 Surrounding Context

Sandwich was once linked to the sea by the Wantsum Channel (now dried up) and was one of the Cinque Ports - a series of coastal towns in Kent and Sussex originally formed for military and trade purposes, now purely ceremonial. The town has a historic centre and has many medieval listed buildings within the old town walls.

Significant nearby listed buildings include Downs Court Farmhouse (grade II) on Sandown Road opposite the school site, Sandwich Railway Station (grade II), The Salutation (grade I) designed by Edwin Lutyens, and the Church of St Clement (grade I). The only remaining gate within the walls is Fishergate, a Scheduled Monument. Further from the site, The Barbican is a 16th Century gatehouse.

Most of the buildings in the immediate surroundings are residential and two storey, although there are some single storey bungalows and garages. The appearance of the housing is quite varied, with a mixture of materials including render, buff brick, red brick, white-washed buildings with exposed timbers and tile hanging.





1 The Salutation; Edwin Lutyan's House and Garden



2 Church of St Clement's



3 Sandwich Train Station



4 Fishergate



5 Downs Court Farm



6 The Barbican Bastion



Site access and parking

2.4 Key Buildings and Spaces

Manwood Grange located to the east of the site within the conservation area, with vehicular access from Sandown Road.

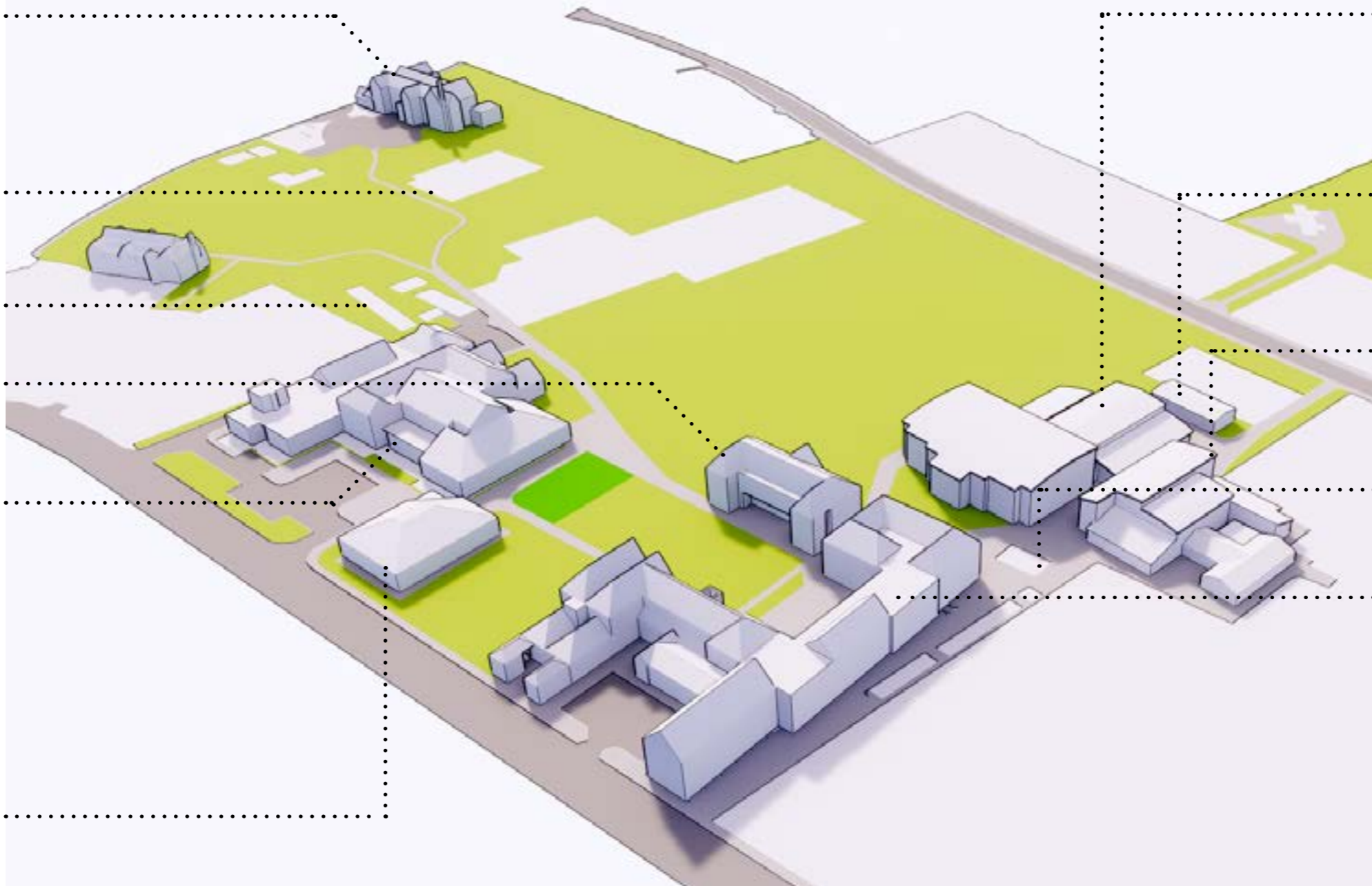
Disused swimming pool and changing rooms located within the conservation area

CCF Area owned / leased by the MOD.

Block F a two storey teaching block containing science classrooms

Blocks C and D linked) which contain dining, sixth form centre, the main hall, kitchen, and teaching spaces for a variety of different subjects (Music, MFL, Drama, Film, English). Block C is two storey, and the hall forms a double height space within this.

Block B a single storey block containing history classrooms.



Gym containing sports hall and ancillary facilities such as changing. Access and parking is available off St George's Road.

Hut T11 - T12 is a single storey block containing two general teaching rooms, in poor condition

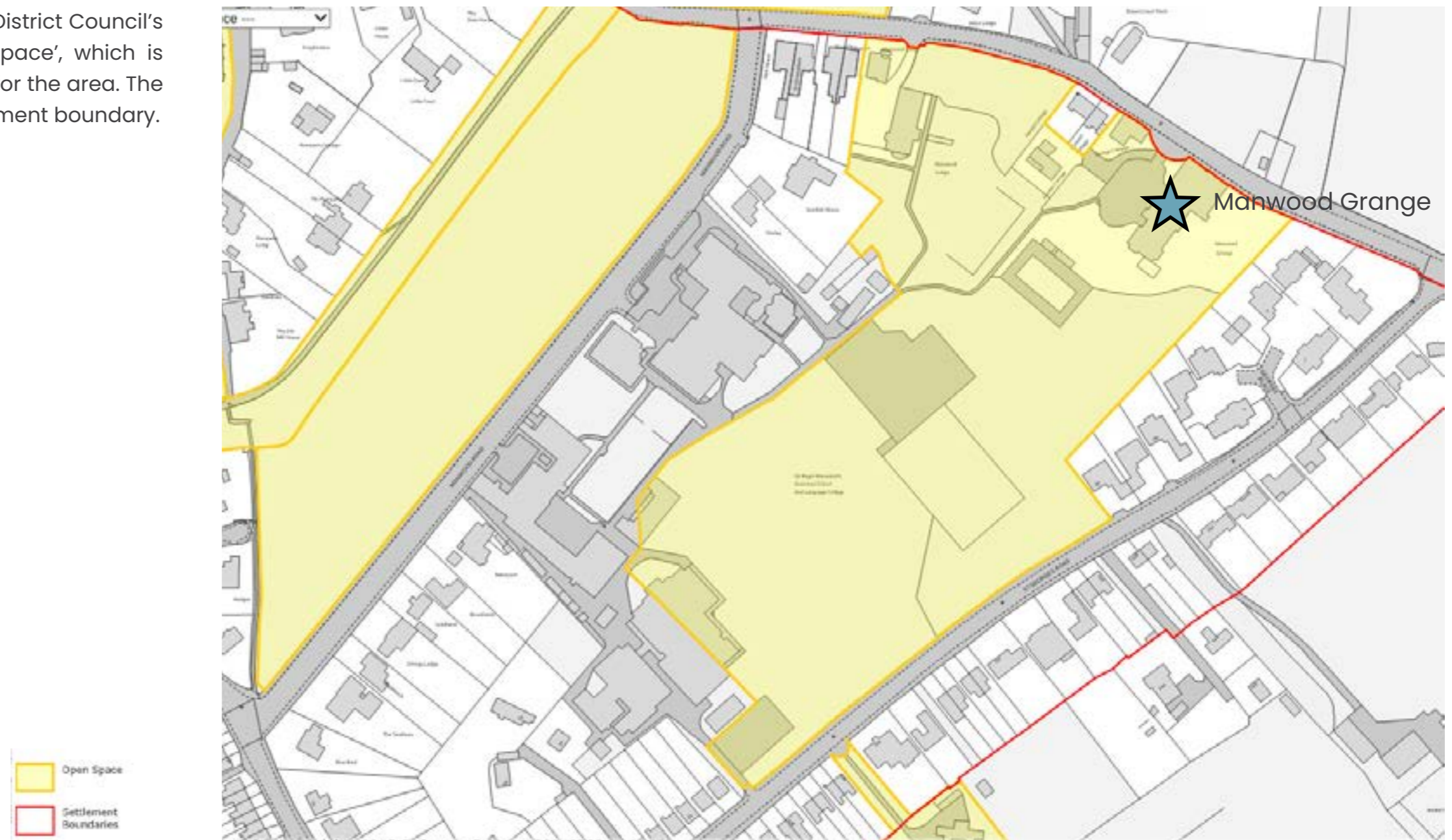
Block G is two storey, and contains spaces for DT, IT, Art and Food Tech.

Temporary Classroom in poor condition used for general teaching.

Block A (the original, two storey grammar school building) which contains the main entrance and reception, staff and administrative areas, the library, IT and science classrooms, a sixth form study room as well as some general teaching classrooms.

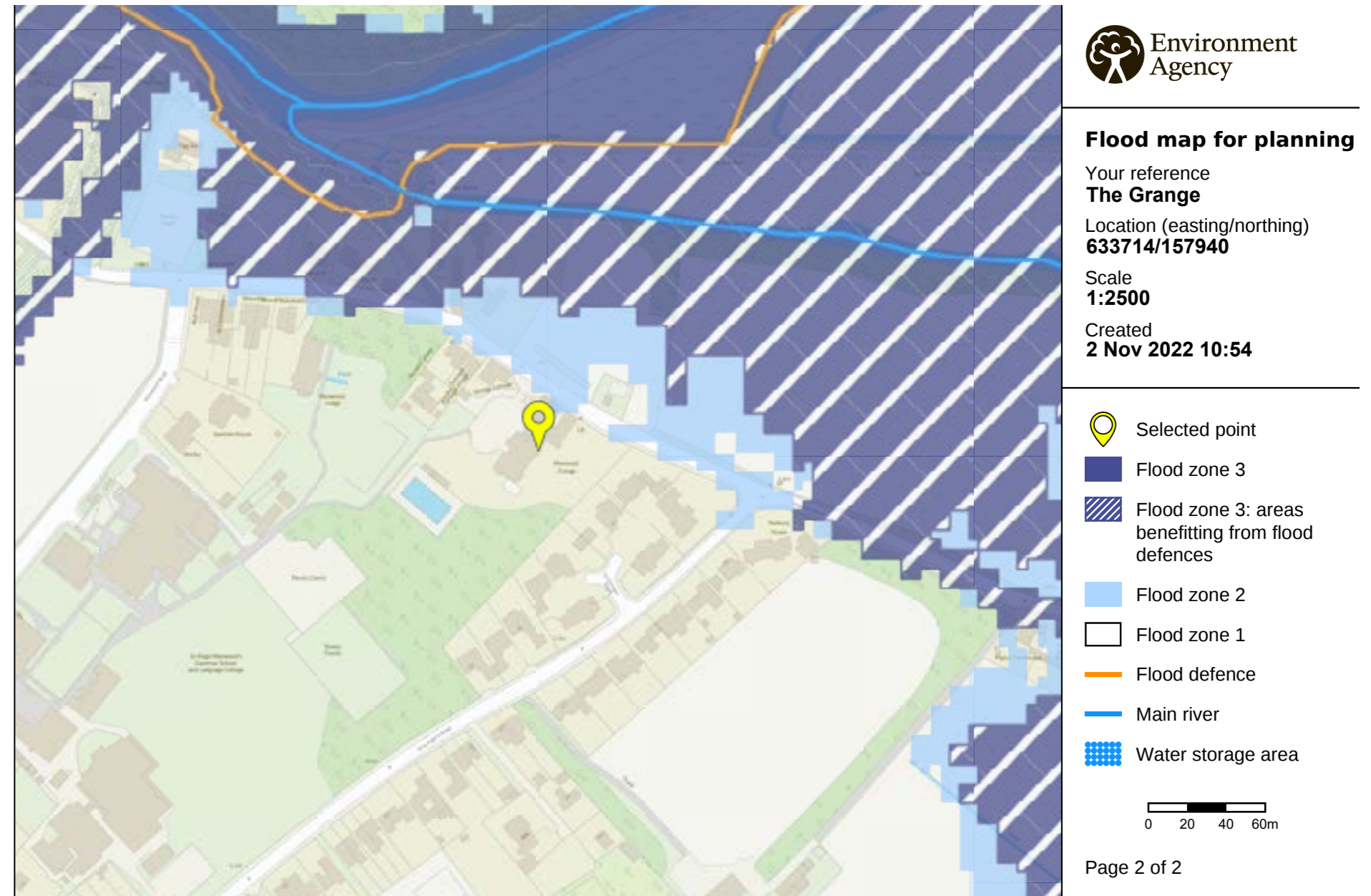
2.5 Dover Local Plan

Part of the site is designated in Dover District Council's 'Core Strategy 2010 Plan' as 'Open Space', which is intended to create a feel of openness for the area. The site is located at the edge of the settlement boundary.



2.6 Flood Risk

The school site is located within flood zone 1, an area with a low probability of flooding. The Manwood Grange site however is surrounded to the North by Flood Zone 2 and Flood Zone 3 with areas benefitting from flood defences.



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2.7 Manwood Grange

Manwood Grange was constructed in the 19th century and was purchased by the school in 1950. The building is not listed, but does fall within the Sandwich Walled Town Conservation Area.

The building has most recently been used as a girls boarding lodge for students at Sir Roger Manwood's School.

The recent Covid-19 pandemic had the country in lockdown. This saw boarding students returning home during the school term in March 2020. The school decided later in 2020 that they would no longer be taking on boarding students and as a result Manwood Lodge has been left unused ever since and is slowly falling into disrepair.

Manwood Grange is a 3 storey building located within the school grounds but separated to the north by a small zone of woodland and the disused swimming pool and changing facilities. The building is thought to be constructed of a hollow cavity brickwork with a pebble dash render finish.

The windows are modern black steel framed casements which have replaced the old windows sometime over the last 10 years.

There are two main entrances to the building on the south west elevation. These are raised approximately 6 steps from the car park in front of the building which provides approximately 16 car parking spaces. There is currently no level or ramped access points into the building.

There is a small orangery to the south of the building with a glazed roof lantern. This unfortunately is falling into disrepair and is constantly leaking.

To the rear of the property is a small landscaped garden. There are two access points to the rear of the building with an additional access into the plant room on the lower ground / basement to the north east of the property.





1 Existing main entrance with 6 steps up to the Finished Floor Level



2 Rear entrance to workshop. Incoming gas meter box



3 Eastern corner of the building. View from main school campus



4 Southern corner of the building. Single storey Orangery



5 Rear entrance on the south east facing facade



6 Planting and brick bund to the rear of the building

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03 Proposed Design

- 3.1 Overview of Proposal
- 3.2 Use & Amount
- 3.3 Ground Floor Plan
- 3.4 First Floor Plan
- 3.5 Second Floor Plan
- 3.6 Roof Plan
- 3.7 Existing Elevations
- 3.8 Proposed Elevations
- 3.9 Accessibility
- 3.10 Landscape

3.1 Overview of Proposal

The existing dorm rooms, kitchens, bathrooms and living spaces will be reconfigured to become teaching spaces and associated facilities.

Wherever possible, Roberts Limbrick have worked with the existing fabric of the building to:

- limit unnecessary changes to this 19th Century building within a conservation area,
- limit building waste during the construction phase,
- keep refurbishment costs to a minimum wherever possible.

Large structural elements such as the 6 large chimney breasts have been kept with minor demolition being required to other internal walls to provide the space and correct orientation for the proposed classrooms, social spaces and offices.

At large, the project's main objective is to strategically open up the plan to create larger spaces appropriate for general learning, whilst respecting the original heritage quality of the existing building.



1 Main entrance lobby



2 Orangery



3 Existing general classroom



4 Existing offices

3.2 Use & Amount

The footprint of the existing building will remain unchanged.

The proposed modifications consist of:

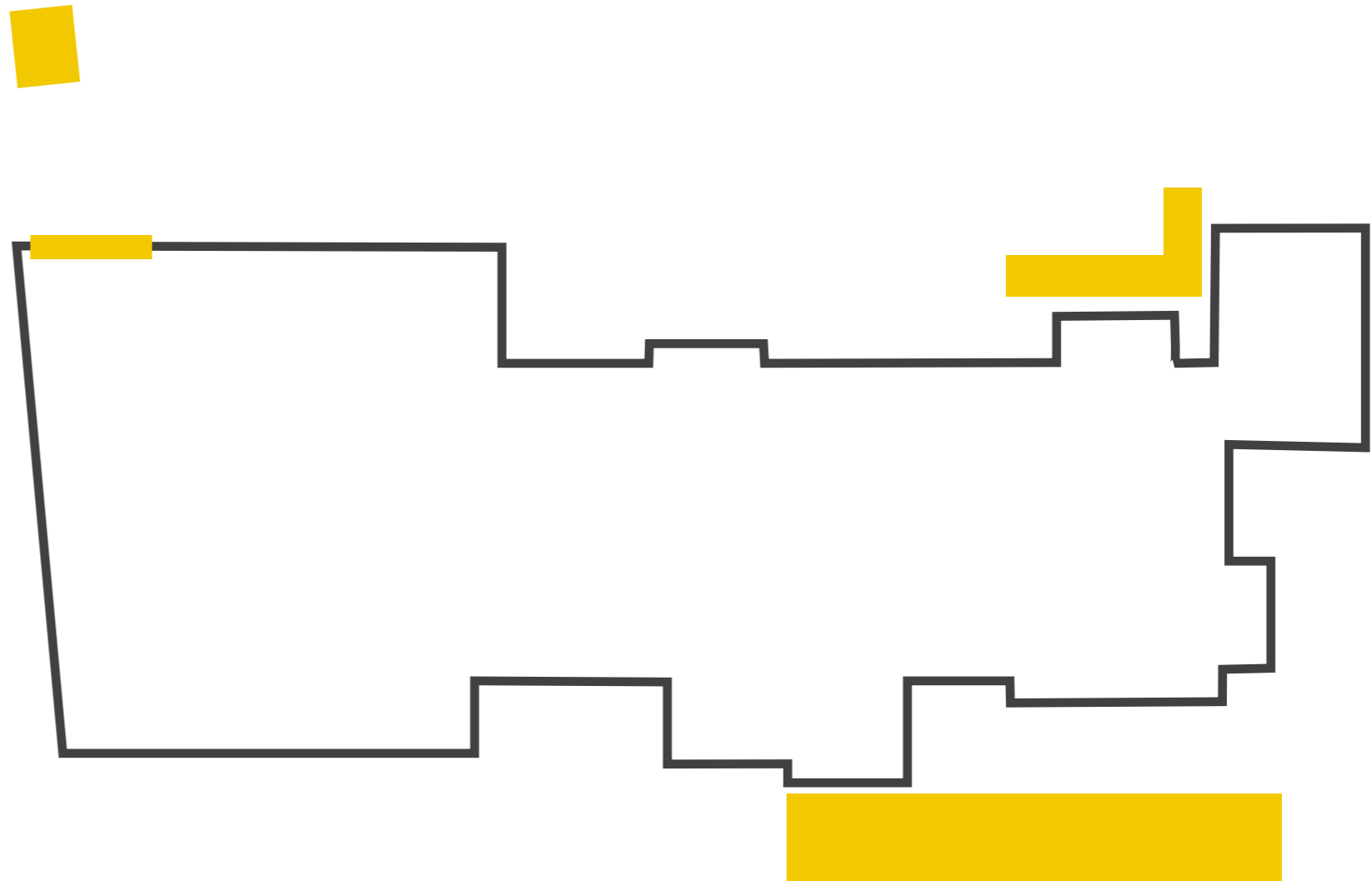
- Providing a new dormer to loft
- Modifications to front and rear entrances to provide accessible entryways
- Removal of an existing glazed roof to orangery and replacement with a flat roof
- New plant equipment to flat roof
- New Heat Pumps located to the East of the building, within an existing brick bund area.
- Modifications to external workshop area
- Replacement of existing skylights

The current scope's light touch approach leaves most of the external envelope of the building untouched. A replacement of the existing delapidated stair and accessible inclined slope are being added to allow equal access to the main entrance. The pitched glass roof of the Orangery is being replaced by a flat roof. The existing dilapidated rear wall of the workshop area is proposed to be removed to allow delivery access into the front yard.

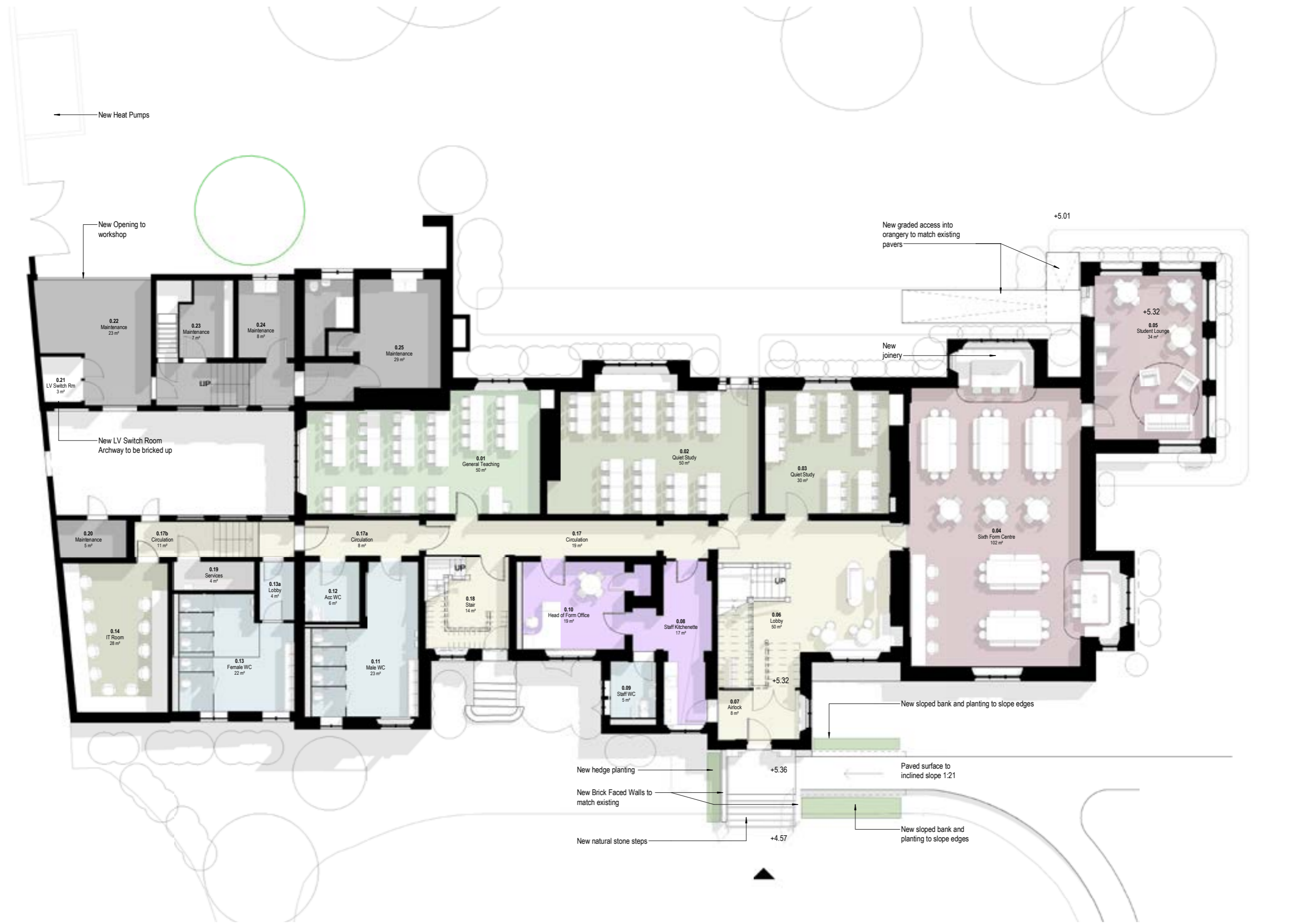
3.3 Ground Floor

The modifications to ground floor consist of:

- Providing accessible entry point to main entrance
- Providing level escape access to rear entrance of the existing orangery
- Opening up an existing dilapidated wall to workshop area to allow a wider and more effective access into the inner yard area
- Removal of existing Gas Meter Box
- New Heat Pumps situated within an existing brick bund (refer to photos)



Diagrammatic outline of the existing building deliniating locations of interventions

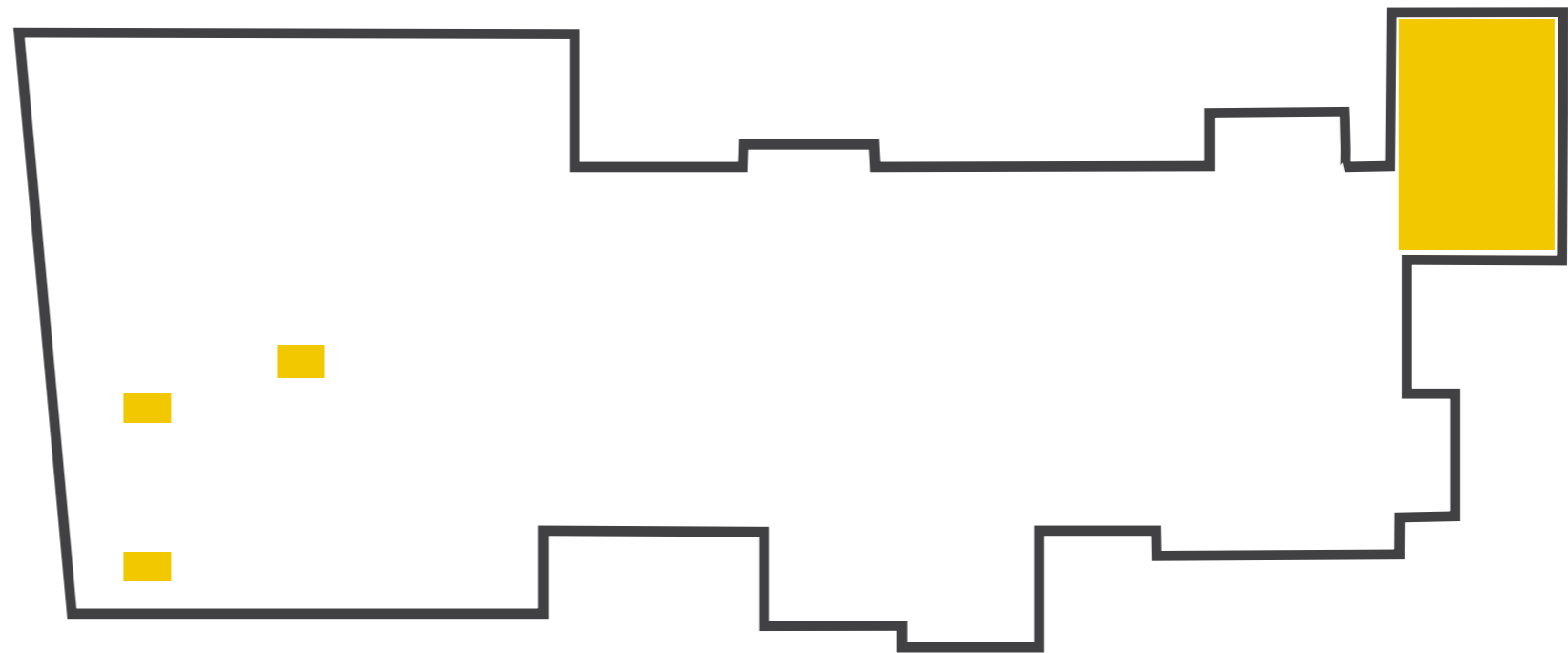


Ground Floor Proposed Layout

3.4 First Floor

The modifications to first floor consist of:

- Removal of an existing glazed roof lantern to orangery. The glazed roof lantern of the Orangery is in need of repair as the box guttering surrounding it is constantly leaking. The Orangery is already well lit with 6 full height windows on three sides of the room. To save ongoing maintenance costs, and provide a more thermally efficient long term solution it is intended to remove the existing glazed roof and create a new flat roof above.
- Replace the existing dilapidated skylights to match existing



Diagrammatic outline of the existing building deliniating locations of interventions



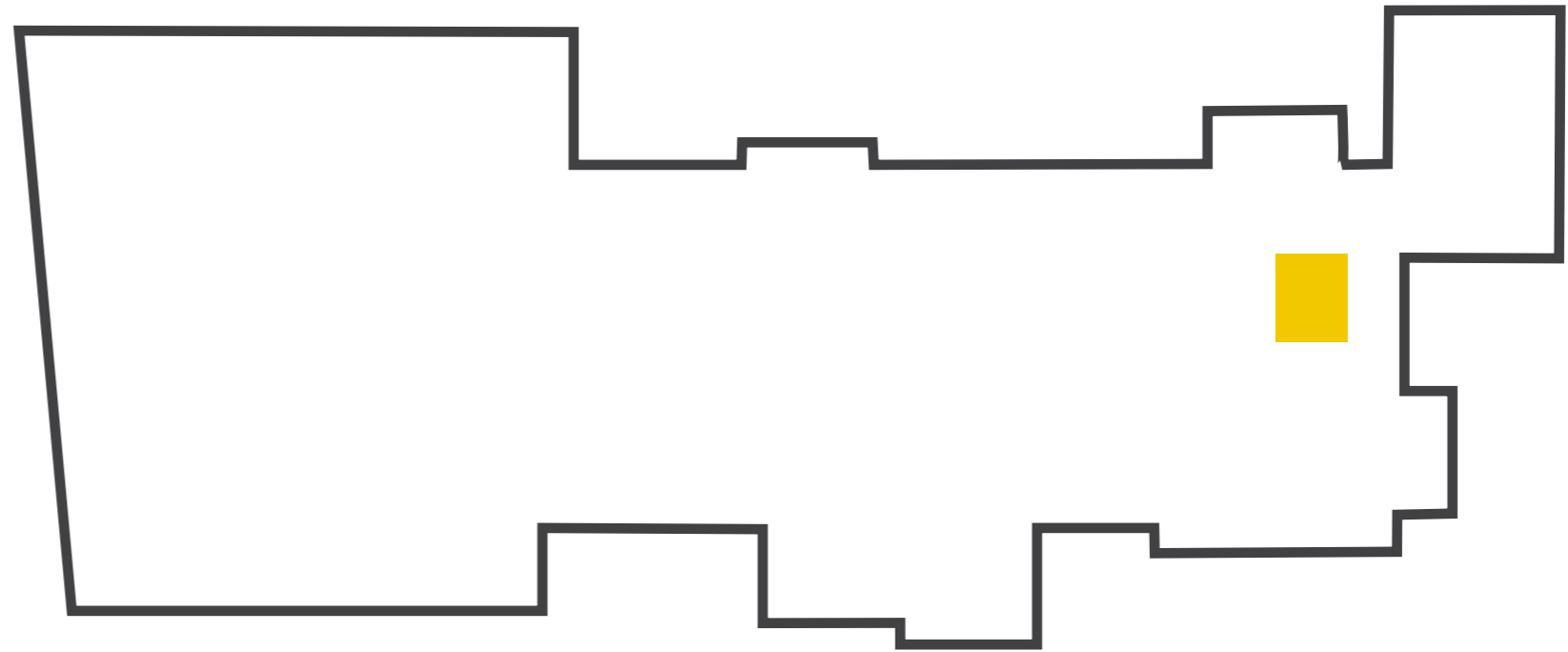
First Floor Proposed Layout

3.5 Second Floor

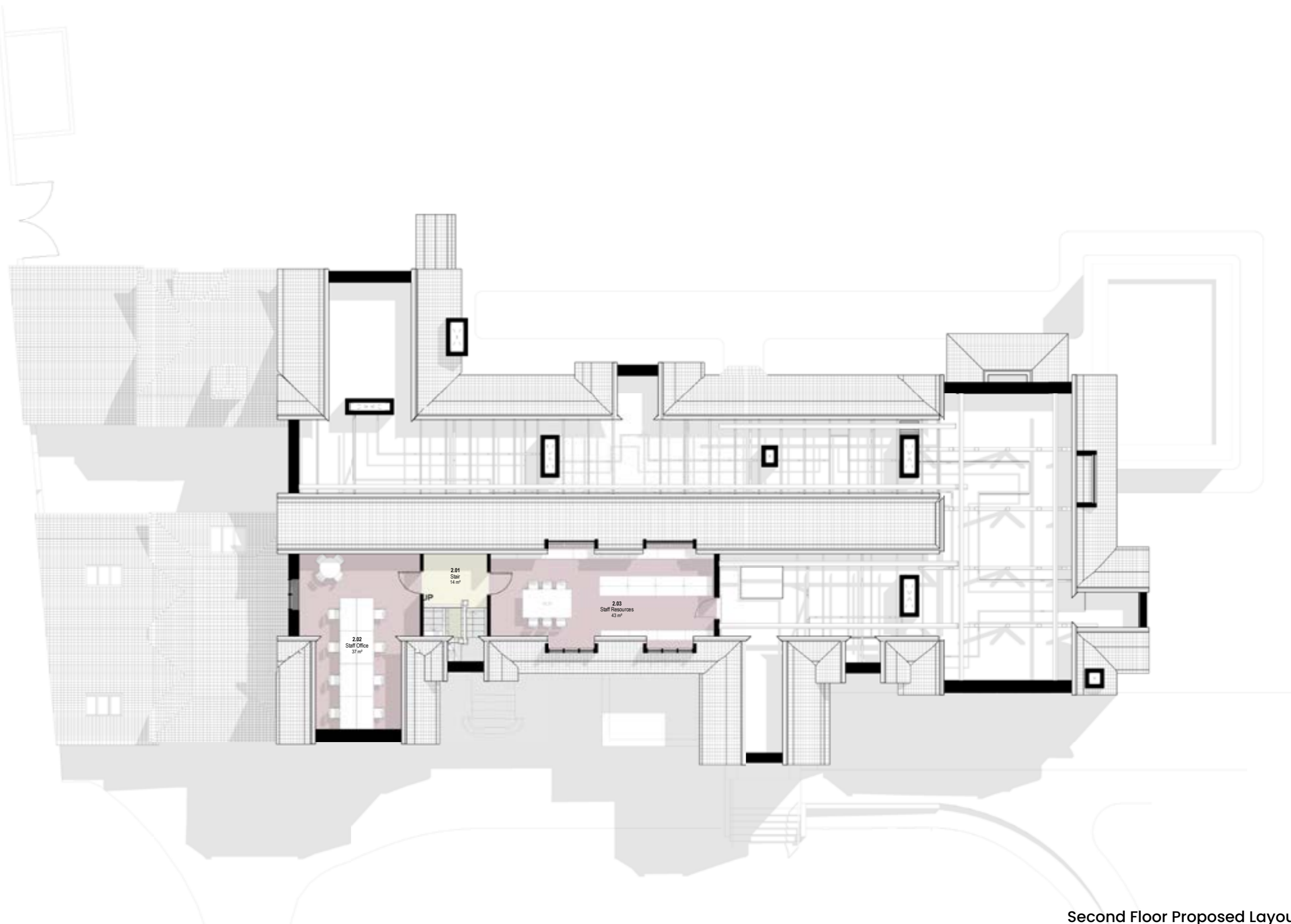
The roof loft areas will be utilised for plant equipment.

The modifications to second floor consist of:

- New dormer to provide for AHU extract. The proposed dormer will match existing dormers in proportion and materials, with louvres instead of window panes. This was considered the most effective and character sympathetic solution to the requirement for louvred provision to roof. The design intent is to seamlessly match it into the existing building fabric. The location of the dormer is situated on a side elevation, so will not be immediately apparent upon the approach to building.



Diagrammatic outline of the existing building deliniating locations of interventions

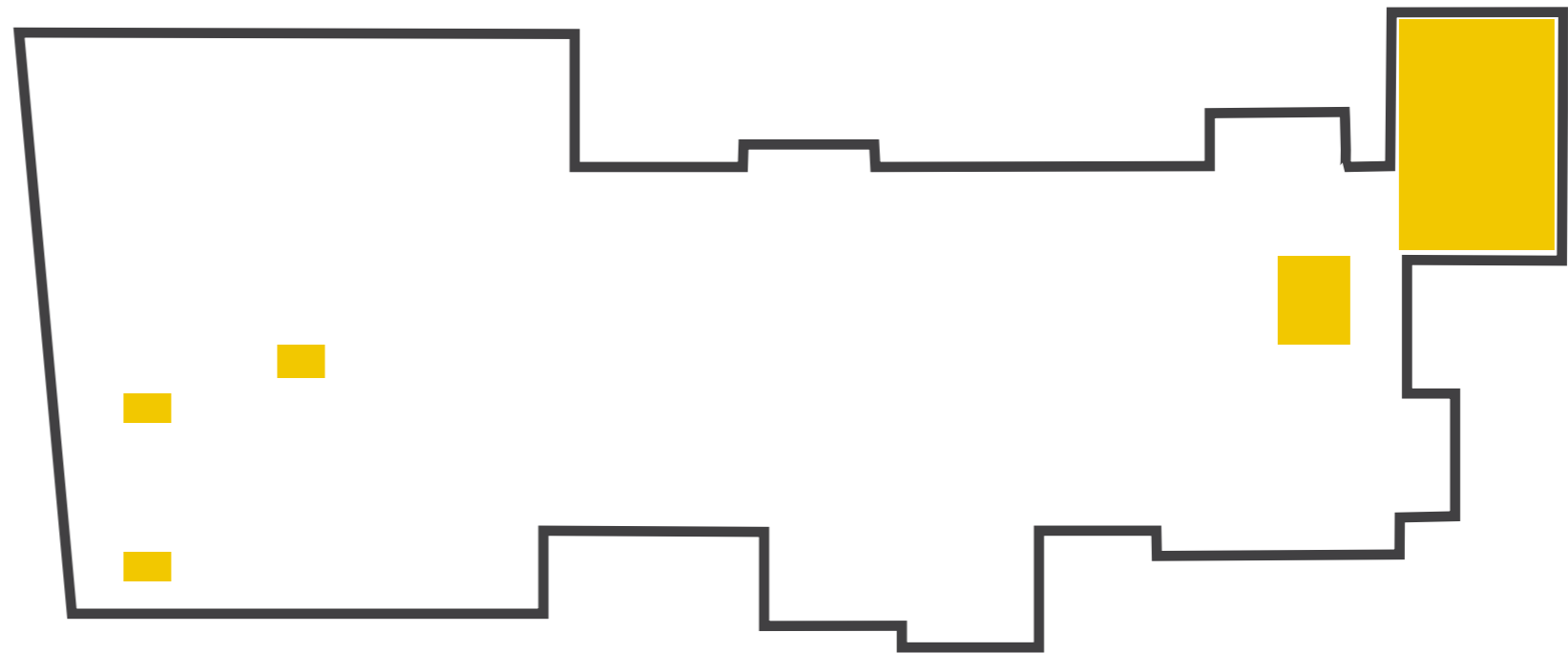


Second Floor Proposed Layout

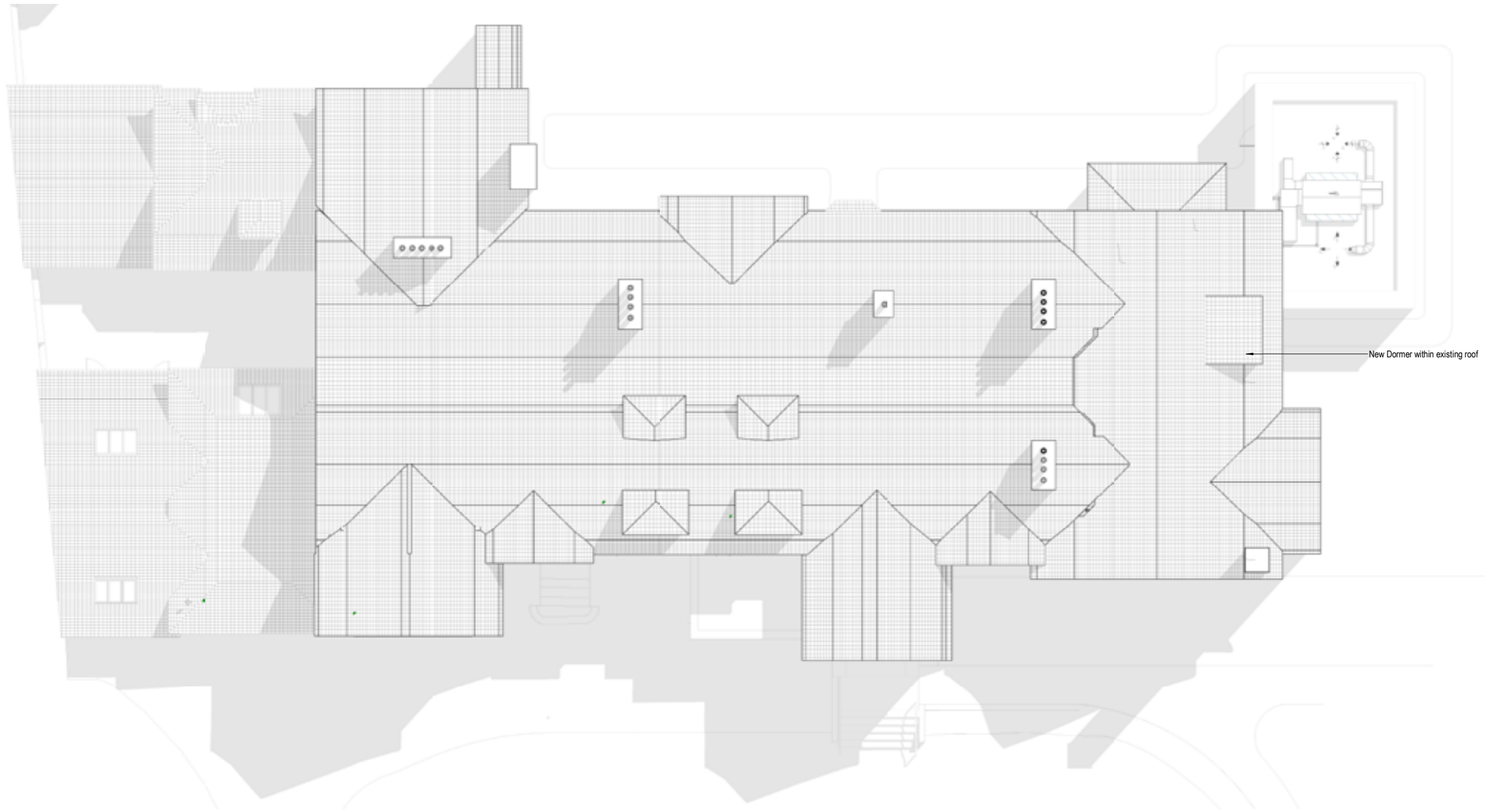
3.6 Roof Plan

As covered in previous sections of floors, the alterations to roof elements are summarised below:

- The glazed roof to the existing orangery will be replaced with a new flat and thermally efficient roof.
- New MVHR plant will be located on the flat roof
- The existing skylights to Lower Ground Floor will be replaced with new skylight windows to achieve better thermal efficiency.
- Finally, a new dormer with louvred window will be added to the existing roof loft space. This will allow mechanical duct to extract air directly to the outside. The dormer will aesthetically match existing small dormers on the front elevation.



Diagrammatic outline of the existing building deliniating locations of interventions



3.7 Existing Elevations



Front Elevation - North West



Side Elevation - South West

Ground Floor Plan



Rear Elevation - South East



Side Elevation - North East (Sandown Road Elevation)

First Floor Plan

3.8 Proposed Elevations



Front Elevation - North West



Side Elevation - South West

Second Floor Plan



Rear Elevation - South East



Side Elevation - North East (Sandown Road Elevation)

3.9 Accessible Design

There is no accessible provision to the existing building. All entrances to the building (excepting delivery bay/workshop area) are accessed via steps, with varying quantities due to level constraints. There is no internal lift.

The proposed intervention addresses the main access limitations into the building by providing a new inclined slope for wheelchair users. In addition, the replacement of the existing dilapidated steps to front entrance will provide a safe and Approved Document K compliant new steps with balustrading.

The rear entrance to orangery is additionally required to be accessible, as part of the fire escape strategy. As such, it is proposed to mitigate this with another inclined slope to provide level access. It is proposed to use existing pavers to seamless match the existing aesthetic and minimise waste.

The diagrams illustrate the extent to which the proposed building will be accessible. There is no scope to include a lift, so the first and second floor will remain inaccessible. To this purpose, as only the ground floor is fully accessible, the teaching provision is the same as on the first floor, and both accessible toilets are located on the ground floor.



3.10 Landscape

The landscape surrounding building will largely remain as existing. The main modifications will consist of the replacement steps and accessible pathways to the existing entrances.

The colour palette here, as with interiors, is chosen to be sympathetic with the existing conservation and heritage aspects of the existing context.

The images to the right illustrate the chosen materials. The diagram to far right illustrates the extent of landscape works to the front entrance.



Block Pavers to inclined slope



Proposed steps to entrance





An axonometric visual illustrating the new landscaped approach

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04 Appendices

A. Architectural Drawings

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