

All Schools

Please reply to: A Doherty

Email: Amanda.doherty@enfield.gov.uk

Phone:

Textphone:

Fax:

My Ref: School CheckList

Your Ref:

Date: 13/05/2020

Dear Headteacher

Statutory compliance checklist

We hope that you, your staff and pupils are healthy and keeping safe. We appreciate that these have been difficult and unprecedented days.

We are looking to assist you in preparing to fully re open your school in line with Government guidelines, as and when announced.

In order to assist you, we have compiled the attached two checklists:

- General Flushing Regime
- General Systems Checklist

These documents lay out, in relation to your buildings, your statutory obligations for testing and maintaining systems within the school to ensure your buildings are safe for users and you are fulfilling your duty of care.

Should the school need to action any of these items please follow your usual procedures for routine maintenance and contact your regular Contractors. If you buy into the council's Corporate Maintenance & Facilities Management Team (Formerly CMCT) please contact them direct and they will be able to assist.

It is imperative that you ensure all items on the list have been completed (and accurate records kept) should you have any issues or queries please contact the Education Strategic Resourcing and Partnerships Department.

Tony Theodoulou
Executive Director People
Enfield Council
Civic Centre, Silver Street
Enfield EN1 3XY

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 If you need this document in another language or format contact the service using the details above.

Head of ESR&P: Neil.G.Best@Enfield.gov.uk

Head of Capital Commissioning: Keith.rowley@enfield.gov.uk

Interim Head of Schools Capital Delivery: Amanda.Doherty@enfield.gov.uk

It is recommended that schools risk assess the pupils safe return to the buildings and mitigate any risks identified such as increasing cleaning regimes and access to hand washing facilities.

We will be sending further information regarding re-opening once the Government makes the announcements, if you require any assistance in the meantime please do not hesitate to contact us.

Yours sincerely,



Peter Nathan
Director of Education

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