



MAINTAINING & DEVELOPING YOUR ACADEMY SCHOOL

2017 - 2018

* Thames Primary Academy images courtesy of Somerside Photography



INTRODUCTION

Creative SPARC Architects was founded in December 2012 in Lytham, Lancashire, with the goal of creating a modern, innovative, architecture practice to serve the Fylde Coast, Lancashire, and beyond. We're passionate about improving the design quality and standard of our buildings and built environment and we believe that central to this goal is developing strong relationships with schools due to your prominent role in our communities and the impact that you can have on peoples' everyday lives.

As an academy school, you're presented with the exciting opportunity and responsibility of controlling the design and development of your school's built environment, unrestricted by the governance of the Local Authority. No one understands the needs and aspirations of your school and its community better than you and your Governors, so who better to have control over the key decisions regarding its future development?

As architects and designers we have many years experience in educational design and working with academy schools, successfully completing numerous projects and gaining great insight into the unique challenges and requirements of creating exciting, modern, educational environments. We challenge our clients to be ambitious and to fully engage with the design process, enabling us to deliver unique solutions that meet and exceed your expectations.

In addition to the academy-specific services outlined in this document, we also provide all traditional architectural services, taking your projects from their first inception right through to practical completion.

If you would like further information on any of our academy services or if we can be of help with any other matter, then please don't hesitate to contact us. We'd be very happy to hear from you.

Kind regards



Andy Wolfe RIBA
Director & RIBA Chartered Architect

Email: andy@creativesparc.com
Tel: 01253 708803

CONDITION IMPROVEMENT FUND (CIF)

OVERVIEW

The Condition Improvement Fund (CIF) is an annual source of funding provided by the Education Funding Agency (EFA). The fund was established to tackle building condition issues that can't be resolved by school's themselves using Devolved Formula Capital. The funding is currently released in one round per year, with each academy school eligible to submit up to two bids per round of funding. These bids can be completely unrelated and can be intended to address different issues within the school.

Funding is prioritised for projects that keep schools safe and in good working order such as roof repairs, fire safety improvements, boiler & heating system repairs or replacement, toilet improvements and other schemes to resolve existing maintenance or health & safety issues. Expansion projects to provide further teaching accommodation to over-subscribed successful academies are also eligible for funding bids.

OUR SERVICE

- Together with yourself and your staff, we will assess the existing condition of your school buildings and advise as to recommended future maintenance and repair projects.
- In collaboration with a network of experienced construction professionals, we'll complete all surveys required and establish the extent of any problems and the most suitable solutions.
- We prepare all supporting documentation required for the bid submission including written reports, drawings, specifications, programmes of work and budget costs.
- We continuously monitor Education Funding Agency (EFA) and Department for Education (DFE) funding updates, and inform you of all funding opportunities, associated key dates and submission deadlines.
- We complete all necessary forms on the online EFA Portal and attach the supporting documentation we've prepared ready for submission.
- All you have to do is inspect the forms and documentation, sign the online declaration and click submit.
- If a bid is successful, you'll then appoint us to prepare all construction information and manage the design, tender and construction of your project.

OUR FEE

This service is completely **free of charge** to your school. This is on the basis that if a bid is successful, the project will be awarded to us to deliver. A figure of between 10-15% of the project value (as set by the EFA) will be included within the bid's budget costs to cover all professional fees, including our own.

*Image:
Park Community Academy, Blackpool
Key Stage 3/4 Toilets Refurbishment
Funded via a successful CIF bid*



*Image:
Thames Primary Academy, Blackpool
Key Stage 2 Toilets Refurbishment
Funded via a successful CIF bid*



KEY

R	RECEPTION CLASS	IN	INTERVENTION ROOM
G	GROUP WORK ROOM	L	LIBRARY RESOURCE CENTRE
SEN	SPECIAL EDUCATIONAL NEEDS	RG	REPROGRAPHICS AREA
WC	STUDENT TOILETS	I	INTERVIEW / PARENTS ROOM
LR	LEARNING RESOURCE AREA	P	PLANT / BOILER ROOM
ST	STORE ROOM	K	KITCHEN
O	OFFICE	C	CARETAKER / MAINTENANCE
SS	STAFF STUDY	E	ENTRANCE LOBBY



*Images:
Thames Primary Academy, Blackpool
Development Masterplan & completed projects*

ACADEMY DEVELOPMENT MASTERPLANS

OVERVIEW

This is a service we've created specifically to help you establish your school's future development goals, and to identify potential construction projects to help you achieve these. We feel its a crucial step in ensuring that your school continues to develop and has the facilities needed going forward to deliver a high-quality teaching environment, capable of meeting the changing demands of modern education.

Using your first-hand knowledge of the needs of your school and its users, combined with our creativity and educational design experience, we'll work together to produce a development masterplan. This will identify potential projects and associated budget costs, that will achieve both your short and long-term goals. The service also focuses on maximising the potential of making these plans a reality. We're aware that finding investment and funding to realise your projects can be a difficult and time consuming task. To ease this problem, we'll continuously monitor and explore potential funding streams on your behalf, focusing on funding for the specific projects identified in your school's development masterplan.

OUR SERVICE

- Together with yourself and your staff we'll establish your development goals and assess your school's existing facilities against current Department for Education (DFE) guidance.
- Using this information, we'll identify potential projects to improve your school's provision, address any shortfalls, and achieve your goals.
- These projects could be in the form of new buildings, extensions, infrastructure, or a re-organisation and modernisation of existing spaces.
- We'll explore the future development potential of your whole school site, ensuring that the projects are integrated and phased where necessary, to form part of an exciting overall development masterplan.
- Budget costs will be provided for all identified projects, allowing us together to assess potential funding options.
- All information will be issued in both electronic and hard copy formats for you to keep on file for reference and your future planning.
- For a 12-month period, we will monitor and explore potential funding streams for which your projects would be eligible. This includes sources such as the EFA, Sport England, and all types of Lottery funding. We recommend that your masterplan is reassessed annually.

OUR FEE

Total cost for preparation of the masterplan documents and 12-months funding monitoring - £1,950.00

PROJECT FEASIBILITY STUDIES & CONCEPT DESIGNS

OVERVIEW

Once a project has been identified either via the Academy Development Masterplan or directly by the school yourself, it will usually be necessary to prepare a project feasibility study. This assesses the viability of the project, and when combined with concept design information, provides the necessary initial design and cost details often requested by funding bodies for bid submissions. This process can be undertaken once a funding stream has been established, however doing this in advance removes the risk of missing a potential funding opportunity due to a lack of time to prepare the necessary information.

The professional fees involved with preparing feasibility studies and concept designs can sometimes prevent schools from being able to pursue projects. To try to avoid this, and to minimise your financial expenditure prior to securing funding, we offer to share this initial financial risk with you 50/50. We're passionate about educational design, and are confident that by working together in this way we can secure the funding necessary to make your goals and our designs a reality.

OUR SERVICE

- Working together we'll prepare a project brief, detailing your requirements and ambitions, any project constraints and our creative input.
- The feasibility study will assess how best to achieve this project brief. The content of this is project specific but may explore whether to, expand or reorganise existing space, build new or refurbish, and where on your site the project should be located.
- The concept design process will then explore a variety of design options for your consideration, along with associated costs.
- The final concept design will include additional architectural detail and cost information, as well as initial structural, services, and environmental strategies.
- Using this information, we'll monitor and explore potential funding streams, inform you of any funding opportunities, and help with the compilation and submission of any bids made.
- If funding is identified and secured, we're then appointed by you to organise the production of all construction information and manage the design, tender, and construction of the project.

OUR FEE

Please contact us if you would like a no obligation fee proposal for the production of a feasibility study and concept design work for your project. A **50% discount** will be applied to these initial costs on the basis that if funding is secured, the project will be awarded to us to deliver. If the project is realised, our outstanding design fees will be reimbursed from an allowance included within the project's budget.

Images:

Crofton Academy,
London

Foundation Stage
redevelopment
concept designs



*Images:
Completed academy school & education projects*



TESTIMONIALS

**Keith Berry, Headteacher
Park Community Academy, Blackpool**

"Creative SPARC have secured three successful Condition Improvement Fund bids on behalf of Park Community Academy and each bid has been meticulously planned and structured to ensure its success. The successful bids include a complete school toilet refurbishment project, a whole school re-roofing project and a new 5 classroom teaching block to allow us to expand our capacity.

We have found Creative SPARC to be an extremely professional service with competitive fees and always available should any queries or challenges arise before, during or after a project. From initial designs through to project completion they have provided a first class service.

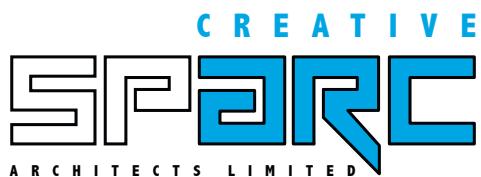
I would unreservedly recommend Creative SPARC for any future design and building projects."

**Joanne Kaced, Nursery Manager
Heyhouses C of E Nursery School, Lytham St. Annes**

"Prior to designing the new building, Andy from Creative SPARC spent lots of time observing the children at play and speaking to staff to really understand what the new building needed to provide. As a result of this they have created a beautiful, flexible and exciting learning & play space. The free flow access to outside and the positioning of the windows creates a wonderful nursery school that is warm and comfortable throughout the year."

**Tracy Harrison, Headteacher
Thames Primary Academy, Blackpool**

"I would have no hesitation in recommending Creative SPARC Architects. They have successfully secured several CIF funding bids to help us deliver many of the projects identified in our Academy Development Masterplan. This work has been completed in three phases over a three year period to transform the teaching areas throughout the school. I am extremely happy with the service they provided, from the original vision right through to the completion of each project."



CREATIVE SPARC ARCHITECTS LIMITED

www.creativesparc.com

7B-11B Park Street, Lytham, Lancashire, FY8 5LU

email info@creativesparc.com tel [01253 708803](tel:01253708803) twitter [@cre8ivesparc](https://twitter.com/cre8ivesparc) facebook [creative sparc](https://facebook.com/creativesparc)