

Holy Trinity CE Primary School

Governor Visit Report

Name of Governor	Tim Fettes
Date of Visit	13 th May 2020
Agreed Focus for Visit (linked to SEF, SDIP & Key priorities)	Health & Safety
Name of Staff	Wendy Poulter
Next Steps/follow up from previous monitoring Fire doors installation	
Key Area in SDP: Monitoring Findings from this visit - Confirmed works to upgrade fire doors had concluded - Reviewed installed doors	
Actions used to identify findings Toured school to see installed doors Operated new ironmongery and tested locks	
What outcomes have been identified as a result of my visit Established new doors and associated elements had all been installed with the exception of the kick boards. Confirmed all locks are now keyed alike meaning a single key operates all locks. Noted Early years handles had been reinstated at high level, allowing adult only operation Hinge protection and soft closers in place to protect against trapped fingers Magnetic doors now operate off fire alarm and shut during activation	
Impact of this visit Confirmed that upgrade of fire doors had concluded Single key operation of locks improved safeguarding	
Aspects I would like clarified/Questions I have Confirmation new kickboards have been installed as required	

To be shared with the school staff and school governing board.

Signed: _____



(Governor)

Signed: _____



(Headteacher/Staff member)