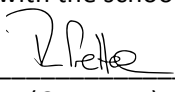
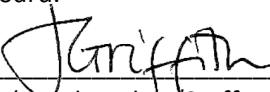


Holy Trinity CE Primary School

Governor Visit Report

Name of Governor	Tim Fettes
Date of Visit	21 st March 2019
Agreed Focus for Visit (linked to SEF, SDIP & Key priorities)	Health & Safety
Name of Staff	Wendy Poulter
Next Steps/follow up from previous monitoring EYFS Trim Trail removal Confirm RBMW Completed amendment to HW supply in staff room Update on Fire Door upgrade	
Key Area in SDP: Monitoring Findings from this visit • Confirmation of changes to Legionella Management Company • Delivery of new fire extinguishers to replace existing large capacity extinguishers • Planned annual NEIC Test bought forwards to October 2019 to monitor prior notifications • PAC Testing completed for the period • Requirement to action recommended actions in EYFS play area report	
Actions used to identify findings Review of current policy documents Review of inspections and monitoring in the previous period Confirmation of asbestos record and contractors signing in book Review of EYFS play area report	
What outcomes have been identified as a result of my visit Recent changes to Legionella Management Company now means single contractor is accountable for all associated requirements on site Recommendation to replace larger fire extinguishers has been acted upon Sub contractors are made aware of asbestos report at the point of signing in. Next electrical inspection bought forwards to monitor prior recommendations. Fire alarm system works to extend to areas not previously covered has concluded Borough has been made aware of remedial works required to hot water plant in staff room Fire doors are yet to be upgraded, RBMW are yet to confirm projected date for works	
Impact of this visit Confirmation that required inspections are up to date and planned inspections are confirmed where possible New contractors have completed initial site visit for Legionella Established need to action EYFS works to remove trim trail as per report recommendations	
Aspects I would like clarified/Questions I have What can Governors do to support school in actions required to maintain current standards and develop policies as the need arises.	

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

Signed:  Signed: 
 (Governor) (Headteacher/Staff member)