



**Cabot**  
Learning  
Federation

# Premises Management policy

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**Academy Name: All Academies**

**Implementation Date: September 2025**

**Version: 1**



### History of significant Policy Changes

| Date      | Page           | Change        | Reason for Change |
|-----------|----------------|---------------|-------------------|
| July 2025 | Whole Document | Initial Draft | New Policy        |
|           |                |               |                   |
|           |                |               |                   |
|           |                |               |                   |

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This policy applies to all schools in Cabot Learning Federation

### **1. Policy Statement**

Cabot Learning Federation is committed to ensuring open, safe, secure, and well-maintained learning and working environments for its students, staff, visitors, and stakeholders.

### **2. Scope and Purpose**

To effectively manage the premises management obligations of the Trust and comply with all relevant government legislative requirements. To ensure the teaching and learning environment is safe and always welcoming.

### **3. Introduction**

Cabot Learning Federation comprises thirty-six academies within the Trust, two of which are PFI schools and Herons Moor Academy is a building owned by North Somerset Council. Some academies within the Trust require investment relating to their individual buildings and such works will, where appropriate, be supported via the School Conditions Allocation (SCA).

The buildings are assets that need to be maintained in order that they may function effectively and efficiently in supporting the delivery of education. Any deterioration in the physical condition of the building, due to a lack of maintenance, can adversely affect service delivery and create legal, health and safety and reputation issues for the Trust, and additional capital investment needs due to deteriorations.

The maintenance of buildings is critical to the effective management of assets.

### **4. Aims**

The Trust aims to ensure that:

- It remains compliant with the following legislation:
  - Health and Safety at Work etc. Act 1974
  - Management of Health and Safety at Work Regulations 1999
  - The Gas Safety (Installation and Use) Regulations 1998
  - The Regulatory Reform (Fire Safety) Order 2005
  - Control of Asbestos Regulations 2012

- The Ionising Radiations Regulations 2017
  - Electricity at Work Regulations 1989
  - Control of Substances Hazardous to Health Regulations 2002
  - Lifting Operations and Lifting Equipment Regulations 1998 (LOLER)
  - Construction (Design and Management) Regulations 2015 (CDM 2015)
  - Education (School Premises) Regulation 1999
- It specifies minimum requirements for the management of maintenance
  - Building assets are adequately maintained
  - The buildings are managed in line with regulatory, statutory, and legislative compliance
  - The risks to the academies within the Trust are effectively managed
  - Health, safety, and security objectives are met
  - The Trust has necessary information for the monitoring, maintenance, condition, and performance of buildings at an organisational level and;
  - There is adequate information at operational level to undertake maintenance including the ability to review new policies and strategies, analyse lifecycle costs, plan for replacements and upgrades, and improve the efficiency and effectiveness of maintenance.
  - That adequate funding is made available to ensure Trust aims are met.

By adopting this approach, the Trust will agree 'guiding principles for the management of maintenance and repair of Trust owned assets to ensure compliance with regulation and legislation.

## **5. Guidance**

This document is based on the Department for Education's guidance on Good Estate Management for Schools (GEMS). This policy complies with the Trust's funding agreement and articles of association.

## **6. Roles and responsibilities**

The Board of Trustees, Director of Estates and Facilities, Deputy Director of Estates and Facilities, Estates Manager, Deputy Estates Managers, Academy Councils, Principals, Operations Managers and Premises Teams will ensure this Premises Management policy is implemented, and that tests and inspections are carried out in accordance with this policy.

The Director of Estates and Facilities, Deputy Director of Estates and Facilities, Estates Manager, Deputy Estates Managers, Principals, Operations Managers, and Premises Teams are responsible for ensuring that relevant risk assessments are carried out and that appropriate reporting is made to the Board of Trustees or Academy Council, as required.

The Deputy Estates Managers are responsible for:

- Overseeing the management of repairs and maintenance within their cluster on Premises Helpdesk
- Supporting and advising the Premises Teams within their cluster
- Monitoring the cluster premises checks and tasks dashboards
- Uploading and monitoring the various remedial action trackers (RAT's)
- Conducting termly process and procedure audits with the Premises Team within their cluster

The Premises Team is responsible for:

- Conducting minor repairs, checking, and maintaining the school premises
- Daily, weekly, monthly, and termly compliance and health & safety checks
  - Weekly Fire Alarm & Associated System Check
  - Weekly Flushing of LUO's
  - Weekly Minibus & Vehicle Check
  - Weekly Play Equipment Check
  - Weekly Sprinkler/Mist System Check
  - Monthly Emergency Alarm Pull-cord Check
  - Monthly Emergency Lighting (Flick) Test
  - Monthly Fire Extinguisher Check
  - Monthly Fire Blanket Check
  - Monthly Fire Door Check
  - Monthly Fire Escape Route Check
  - Monthly Green Emergency Door Release Check
  - Monthly HWSV (Flow & Return) Temperature Check

- Monthly Hot & Cold Sentinel and Representative Outlet Temperature Check
- Monthly Lockdown System Check
- Monthly Plant Room Checks
- Termly Internal/External Site Walkrounds
- Termly Monitoring of 'Vulnerable' ACM's
- Termly CCTV Check
- Quarterly EVAC Chair Check
- Quarterly Disinfection and Descaling of showers and spray taps
- Quarterly Descaling of Outlets
- Six Monthly Ladder Inspection
- Six Monthly TMV Blended Temperature Check (Scald Risk)
- Annual Cold Water Storage Tank Check
  - Cyclical PPM tasks
  - Monthly Water Softener Check
  - Six Monthly Empty Kitchen Grease Traps
  - Six Monthly Maintenance of Drains
  - Six Monthly Maintenance of Gutters
  - Six Monthly Maintenance of Filters and Inline Strainers
  - Six Monthly Clock Change
  - Annual External Door Maintenance
  - Annual Preparation for Severe Weather
- Responding to, assigning and prioritising repair, maintenance and health safety issues raised through the premises helpdesk
- Managing the premises day-to-day maintenance budget (where allocated to the Premises Team)
- Being the first point of contact for any advice/issues regarding the premises
- Conducting and keeping a record of risk assessments and associated logs related to the site premises

- Update Water Log Book (Service Visits)
- Update Asbestos Log Book
- Update Fire Log Book
- Update COSHH Chemical Log & Risk Assessment
- Update Flammables Log
- Update Ladder Log
- Obtaining quotes for repair, maintenance and health and safety issues
- Managing/Induction of contractors
  - Issue Contractors Authorisation to Work (CAW)
  - Issue Permits-to-work
- Escalating repair, maintenance and health and safety concerns to their Deputy Estates Manager, Operations Manager or Principal
- Consulting with the Operations Manager and/or Principal about what actions need to be taken to keep the school premises safe

The PPM and Statutory Compliance appointed contractor is responsible for

- Delivering scheduled Planned Preventative Maintenance (PPM) across all relevant systems and assets.
- Ensuring statutory compliance with all relevant regulations, including health and safety, fire safety, water hygiene, and electrical testing.
- Maintaining accurate records of inspections, tests, certifications, and completed works.
- Providing timely and accurate reports highlighting risks and required actions.
- Responding to high-risk issues promptly and the coordination of remedial actions.
- Updating maintenance schedules when systems/assets are added, modified, replaced, or removed.
- Engaging qualified professionals for specialist inspections and testing.
- Supporting audit and reporting processes by supplying documentation and evidence of compliance.

- Providing accurate budget costings for planned maintenance and statutory compliance activities, including estimates for remedial works, lifecycle replacements, and upgrades—supporting effective financial planning and resource allocation.

## 7. Maintenance

This Premises Management policy is based upon the following criteria in order of priority:

- Health and safety issues
- Statutory requirements
- Structural integrity of all Trust owned building stock
- Building fabric

Planned Preventative Maintenance (PPM) is part of the planned or scheduled maintenance programme of the Trust. The purpose of the scheduled maintenance programme is to ensure the estates team anticipate maintenance requirements and make sure they are addressed in the most cost-effective manner.

The PPM programme focuses on major systems that keep the sites in operation.

This programme includes a list of the scheduled services/inspections and the frequency and interval at which that service/inspection must be performed.

The PPM schedule will be updated each time a system is added, updated, or replaced.

We maintain accurate records and details of all statutory tests which are undertaken across the premises. This includes relevant paperwork and certificates.

All requirements and recommendations highlighted in inspection reports and certificates are reviewed, tracked, and acted on, as necessary.

As part of the records of completed works, we include the dates when the work was undertaken and the details of the individual or company who completed them, along with their completion certificate or maintenance sheet.

PPM and statutory compliance activities across the Trust are outsourced to a single contractor to provide a streamlined and efficient approach to estates and facilities management. This model consolidates responsibility, enhances accountability, and ensures consistent service delivery. Drawing on specialist expertise improves compliance, reduces risk, and simplifies reporting. Financially, it delivers cost efficiencies through economies of scale and supports budgeting. Operationally, it frees

up internal resources, optimises scheduling, and supports a more strategic focus across the Trust's estate.

The table below outlines the areas subject to inspection, the frequency of those inspections, and the individuals responsible for conducting checks and engaging suitably qualified professionals to conduct inspection, testing, or maintenance where appropriate. It includes both statutory checks and recommended best practice checks based on relevant guidance. This framework is informed by the Department for Education's guidance on good estate management for schools (GEMS).

| Description  | Frequency              |
|--|------------------------|
| 500 amp rotary isolator/630 amp busbar                               | Annual                 |
| AHU - air handling units   | 6 Monthly              |
| Air conditioning - TM44 certificate                                  | 5 yearly               |
| Air conditioning units   | 6 Monthly              |
| Air dirt Separator (heating system)                                  | Annual                 |
| Air source heat pump (ASHP)  | Annual                 |
| Auto door - sliding  | Annual                 |
| Auto door - swing  | 6 Monthly              |
| Auto motorised external gates  | Annual                 |
| Auto vehicle barrier   | 6 monthly              |
| Automated ventilation louvres  | Annual                 |
| BMS system   | Annual                 |
| Boiler - gas - wall mounted/atmospheric - inc gas tightness/gas cert | Annual                 |
| Boiler - oil fired   | 3 Monthly<br>6 monthly |
| Cabinet fan convector heaters  | Annual                 |
| Car charging port  | Annual                 |
| Carbon monoxide alarm  | Annual                 |
| CCTV System  | 6 Monthly              |
| Commercial catering equipment - Bain Marie                           | Annual                 |
| Commercial catering equipment - brat pan                             | Annual                 |
| Commercial catering equipment - dishwasher                           | Annual                 |
| Commercial catering equipment - electrical                           | Annual                 |
| Commercial catering equipment - gas oven/fryer/combi                 | 6 Monthly              |
| Commercial catering equipment - hot cupboard                         | Annual                 |
| Commercial catering equipment - insect killer                        | Annual                 |
| Commercial catering equipment - meat slicer                          | Annual                 |
| Commercial catering equipment - planetary mixer                      | Annual                 |
| Commercial catering equipment - refrigeration                        | Annual                 |
| Commercial catering equipment - steamer                              | Annual                 |

|   |           |
|---|-----------|
| Commercial Kitchen Extract/Ventilation System | Annual    |
| Condensing unit                               | 6 Monthly |
| CT house - Domestic cooker                    | 6 Monthly |
| CT house - taps                               | 3 monthly |
| CWS - booster set                             | Annual    |
| CWS - cold water storage tank                 | 6 Monthly |
| DEC - display energy certificate              | Annual    |
| Defibrillator                                 | Annual    |
| Disabled refuge alarm                         | 6 Monthly |
| Distribution Board                            | 6 Monthly |
| Door - fire                                   | 6 Monthly |
| Door access and intercom                      | Reactive  |
| DT - air compressor                           | Annual    |
| DT - bench planer                             | Annual    |
| DT - bench/circular saw                       | Annual    |
| DT - brazing hearth                           | Annual    |
| DT - dust extraction (LEV)                    | Annual    |
| DT - electric hacksaw                         | Annual    |
| DT - forge                                    | Annual    |
| DT - fume cupboard (LEV)                      | Annual    |
| DT - grinding machine                         | 3 Monthly |
| DT - kiln                                     | Annual    |
| DT - laser image transfer                     | Annual    |
| DT - laser engraving & cutting machine        | Annual    |
| DT - Lathe                                    | Annual    |
| DT - mechanical vehicle lift                  | Annual    |
| DT - ovens - gas and electric                 | Annual    |
| DT - pillar drill                             | Annual    |
| DT - polishing wheel                          | 3 Monthly |
| DT - Spray Booth                              | Annual    |
| DT - table top hacksaw                        | Annual    |
| DT - thickness planer                         | Annual    |
| DT- cutting table                             | Annual    |
| DT- floor standing mortice                    | Annual    |
| DT- MIG welder                                | 3 Monthly |
| Earth bar                                     | Annual    |
| Emergency assistance alarm                    | Annual    |
| Emergency comms system                        | 6 Monthly |
| Emergency lighting - annual test              | Annual    |
| Evac chair                                    | Annual    |

|  |                        |
|--|------------------------|
| Expansion vessels - LTHW cylinder                  | Annual                 |
| External lighting control panel                    | Annual                 |
| External water fountain                            | Annual                 |
| Extract fan control panel                          | Annual                 |
| Fire - sprinkler control panel                     | 3 Monthly              |
| Fire - sprinkler jockey pump                       | 3 Monthly              |
| Fire - sprinkler main pump                         | 6 Monthly              |
| Fire alarm system                                  | 3 Monthly              |
| Fire fighting equipment - extinguishers & blankets | Annual                 |
| Fire hose reel                                     | Annual                 |
| Fire damper  | Annual                 |
| Fire hydrant                                       | Annual                 |
| Fire mans switch                                   | Annual                 |
| Fire pump - remote control panel                   | 3 Monthly              |
| Fire riser   | 6 Monthly              |
| Fire curtains                                      | Annual                 |
| Fire- sprinkler system tank                        | 6 Monthly              |
| Fire suppression                                   | 6 Monthly<br>3 monthly |
| Gas alarm/detection                                | 3 Monthly              |
| Gas proving system/gas interlock system            | Annual                 |
| Gas solenoid valves                                | 3 monthly              |
| General extract/toilet fan                         | Reactive               |
| Generator - Hans Price only                        | 3 Monthly              |
| Hearing loop system                                | Annual                 |
| Heat recovery unit                                 | Annual                 |
| Hoist (person)                                     | Annual<br>6 Monthly    |
| Hot water boiler dispenser                         | Annual                 |
| Hot water calorifier                               | Annual                 |
| Hot water cylinder                                 | Annual                 |
| Hot water system - trace heating                   | Annual                 |
| Hydraulic goods lift                               | 6 Monthly              |
| Hydraulic Passenger Lift/platform lift             | 6 Monthly              |
| Intruder alarm system                              | Annual                 |
| Lightning protection                               | 11 monthly             |
| LTHW dosing pot - sampling                         | 6 Monthly              |
| LTHW pressurisation unit (low temp hot water)      | Annual                 |
| Main LV distribution board                         | 6 Monthly              |
| Main LV Intake panel                               | Annual                 |

|   |                     |
|---|---------------------|
| Man safe system/fall arrest/fixed ladders | Annual              |
| Medical bed                               | Annual              |
| Monodraught system                        | Annual              |
| Moveable Wall                             | Annual              |
| Natural Ventilation units                 | Annual              |
| Oil separator alarm                       | 6 Monthly           |
| PA system                                 | Annual              |
| Panel filter                              | Annual              |
| PAT testing                               | Annual              |
| Periodic fixed wire testing - EICR        | 5 yearly            |
| Periodic fixed wire testing - pool side   | Annual              |
| Portable commode                          | Annual              |
| Powermag unit                             | Annual              |
| Pressurisation Unit                       | Annual<br>6 monthly |
| Radiant heat panels                       | Annual              |
| Retractable seating                       | Annual              |
| Roller shutters - fire                    | 6 Monthly           |
| Roller shutters (non fire)                | Annual              |
| RPZ valve                                 | Annual              |
| School bell system                        | Annual              |
| Shower - electric/mixer                   | Annual              |
| Smoke curtain                             | Annual              |
| Smoke damper control panel                | 3 Monthly           |
| Smoke head                                | 3 Monthly           |
| Solar panels/PV                           | Annual              |
| Stage lighting                            | Annual              |
| Sump pump                                 | Annual              |
| Surge protection unit                     | Annual              |
| Swimming pool cover - motorised           | 6 Monthly           |
| Tallescope                                | Annual              |
| TMV - thermostatic mixing valve           | Annual              |
| Toilet macerator                          | Annual              |
| Underfloor heating                        | Annual              |
| UPS                                       | 6 Monthly           |
| Water - closed system testing             | Annual              |
| Water - LRA - legionella risk assessment  | 2 yearly            |
| Water heater - electric                   | Annual              |
| Water softener/conditioner                | Annual              |
| Water treatment device - (Kal guard)      | 3 monthly           |

|   |                     |
|---|---------------------|
| Water treatment device - UV unit                  | Annual              |
| Wind turbine                                      | Annual              |
| Window actuators                                  | Annual              |
| Video intercom (TBA)                              | Annual              |
| UVA only - water temp & emergency lighting checks | Monthly             |
| VRV condensing unit                               | 6 Monthly<br>Annual |
| VRV cassette terminal unit                        | Annual              |

The following is managed outside of the CLF wide PPM & Statutory contract:

| ACTIVITY           | FREQUENCY/DESCRIPTION  | PERSON RESPONSIBLE  |
|--------------------|--|---|
| Trees              | Arboricultural surveys are conducted annually across all CLF sites as part of the Trust-wide Grounds Maintenance contract. Each survey generates a detailed report that categorises findings by risk level: high, medium, and low. All high-risk items are prioritised and addressed promptly. Where budget permits, medium and low risk items are also actioned, supporting proactive management of tree-related risks and contributing to the overall safety and sustainability of the estate. | Premises Team<br><br>By a suitably qualified external contractor  |
| Asbestos           | Asbestos management surveys are undertaken at all CLF buildings constructed prior to 1999.<br><br>Regular re-inspections and review of asbestos registers are conducted in accordance with the CLF Asbestos Policy and Management Plan on an annual to three-yearly schedule depending on risk profile.<br>Refurbishment and demolition survey before any refurbishment or demolition work.  | Estates Manager<br>Premises Team<br>Project Manager<br><br>By a suitably qualified external consultant<br><br>By a suitably qualified external contractor |
| Chemical storage   | Inventories are kept up to date. Risk assessments for the Control of Substances Hazardous to Health (COSHH) are reviewed on a regular basis, plus whenever it's considered that the original assessment may no longer be valid, or where the circumstances of the work change significantly and may affect employees' exposure to a hazardous substance (in line with <a href="http://www.hse.gov.uk/pubns/books/hsg97.htm">http://www.hse.gov.uk/pubns/books/hsg97.htm</a> )                    | Premises Team   |
| Emergency lighting | Monthly flick or flash test.   | Premises Team   |

| ACTIVITY                               | FREQUENCY/DESCRIPTION   | PERSON RESPONSIBLE  |
|--|---|---|
| Fire detection and alarm systems       | Weekly alarm test and associated systems check, with a different call point tested each week, all within 1 year.<br>Annual fire risk assessment by a competent person   | By the Premises Team.<br><br>Head of Health and Safety                      |
| Fire doors                             | Monthly visual checks,  | Premises Team   |
| Firefighting equipment                 | Monthly Visual check of Fire Fighting Equipment including extinguishers, blankets, and buckets.<br>Weekly operational check of sprinkler systems (where fitted).  | Premises Team   |
| Legionella checks on all water systems | Risk assessment of each site hot and cold-water systems are conducted every two years.<br><a href="http://www.hse.gov.uk/pubns/books/hsg274.htm">http://www.hse.gov.uk/pubns/books/hsg274.htm</a><br><br>Weekly flushing of all little used outlets.<br>Monthly hot and cold temperature checks include hot water storage vessel flow and return, sentinel, and representative outlets.<br>Quarterly descale and disinfection of showers and spray taps.<br>Quarterly decaling of outlets (all within 1 year).<br>Six-monthly cold-water storage tank check.<br>Six monthly cleaning of filters and inline strainers.<br>Six monthly TMV blended temperature check. | By a suitably qualified external consultant/contractor<br><br>Premises Team |
| Portable Appliance Testing (PAT)       | Annual inspection and testing.<br>Note: only applicable to those sites who do not have this task conducted under the PPM contract.  | Premises Team<br><br>By a suitably qualified contractor                     |
| Playground and gymnasium equipment     | Regular inspections – at least annually, and more regularly where any equipment is used more frequently than normal (e.g., where community use increases how often equipment is used).<br>Outdoor fixed play equipment – periodic and annual inspections by a competent person.<br>Weekly visual check (during term time).  | By a suitably qualified contractor<br><br>By the Premises Team              |
| Radon                                  | Risk assessments including radon measurements will be conducted in all our above-ground workplaces in radon-affected areas, and all our below-ground workplaces.<br>All settings located in which are in an area higher than a 1% risk will have monitoring arranged  | Head of Health and Safety   |

| ACTIVITY                      | FREQUENCY/DESCRIPTION  | PERSON RESPONSIBLE  |
|-------------------------------|--|---|
|                               | <p>Radon measurements will last for 3 months, using radon monitors, in line with <a href="#">Public Health England (now the UK Health Security Agency) radon guidance for schools</a>.</p> <p>Where measurements show radon levels below 300Bq/m3, radon levels will be remeasured at least every 10 years. If significant changes are made to the buildings or work processes, remeasurement will also be considered.</p> <p>For any sites with radon levels above 300Bq/m3 we will work with a radiation protection adviser to manage reduction and decide on risk assessment and remeasurement frequency.</p> |   |
| Swimming pools                | <p>Swimming pools are subject to risk assessments and included in legionella checks and COSHH assessments.</p> <p>Regular Inspection of pool plant</p> <p>Daily cleaning, inspection, and monitoring water chemistry.</p> <p>Weekly backwashing of filters.</p> <p>Monthly microbiological sampling.</p> <p>Pool floor is swept daily to ensure the algae is kept to a minimum</p> <p>Ensure Air Handling Systems are serviced yearly</p> <p>Lighting checked yearly</p> <p>Electrical systems checked yearly</p> <p>Pool Cover inspected yearly</p>   | <p>Premises Team,<br/>Swimming Pool Manager,<br/>Sports Centre Manager<br/>Premises Team<br/>Sports Centre Manager,<br/>Swimming Pool Manager,<br/>Premises Team<br/>Premises Team<br/>Premises Team<br/>Sports Centre Manager,<br/>Duty Officer on shift<br/>Premises Team – Suitably<br/>qualified Contractor<br/>Premises Team – suitably<br/>qualified contractor<br/>Premises Team – Suitably<br/>qualified contractor<br/>Premises Team – Suitably<br/>qualified contractor</p> |
| Working at height (Equipment) | <p>Inspected before use, and at suitable intervals appropriate to the environment it is used in and how it is used.</p> <p>In addition, inspections after anything that may affect the safety or stability of the equipment, e.g., adverse weather or accidental damage.</p>   | Premises Team   |

#### Condition Assessment / Surveys

Condition surveys are a key tool in identifying required maintenance and informing a structured programme of works. In line with best practice, these surveys will be conducted on a five-year cycle.

An annual programme is then developed through ‘Premises Management Plans,’ prioritising significant findings (D1, D2, C1, C2, and C3) and addressing them through the School Condition Allocation (SCA).

## **8. Monitoring Arrangements**

The implementation of this policy is overseen by the Director of Estates and Facilities, Deputy Director of Estates and Facilities, Estates Manager, Head of Health & Safety, Health & Safety Officers Deputy Estates Manager, and Premises Teams. Monitoring activities include, but are not limited to, visual inspections of school sites and equipment, as well as reviews of relevant risk assessments.

This policy will be reviewed every two years by the Director of Estates and Facilities. Following each review, it will be shared with and approved by the Board of Trustees via the PPI process.

## **9. Links with other policies**

This Premises Management Policy is linked to:

- Health and safety policy
- CLF Asbestos Policy and Management Plan
- CLF Legionella Management Policy and Written Scheme of Control
- Fire Arrangements
- Pool Management Plan

## **10. Glossary of Terms and Acronyms**

| <b>TERM/ ACRONYM</b> | <b>DEFINITION</b>                                     |
|----------------------|---|
| ACM                  | Asbestos Containing Material                          |
| ASHP                 | Air Source Heat Pump                                  |
| BMS                  | Building Management System                            |
| CAW                  | Contractor Authorisation to Work                      |
| CDM 2015             | Construction (Design and Management) Regulations 2015 |
| CLF                  | Cabot Learning Federation                             |
| COSHH                | Control of Substances Hazardous to Health             |
| CWS                  | Cold Water System                                     |

| TERM/ ACRONYM | DEFINITION   |
|---------------|--|
| DEC           | Display Energy Certificate                           |
| DfE           | Department for Education                             |
| DT            | Design Technology (equipment)                        |
| EICR          | Electrical Installation Condition Report             |
| EVAC Chair    | Evacuation Chair                                     |
| GEMS          | Good Estate Management for Schools                   |
| HWSV          | Hot Water Storage Vessel                             |
| LEV           | Local Exhaust Ventilation                            |
| LOLER         | Lifting Operations and Lifting Equipment Regulations |
| LTHW          | Low Temperature Hot Water                            |
| LUO           | Little Used Outlet (water systems)                   |
| PAT           | Portable Appliance Testing                           |
| PFI           | Private Finance Initiative                           |
| PPM           | Planned Preventative Maintenance                     |
| RAT           | Remedial Action Tracker                              |
| RPZ Valve     | Reduced Pressure Zone Valve                          |
| SCA           | School Condition Allocation                          |
| TMV           | Thermostatic Mixing Valve                            |
| UPS           | Uninterruptible Power Supply                         |
| UV Unit       | Ultraviolet Water Treatment Unit                     |
| VRV           | Variable Refrigerant Volume (HVAC system)            |