



Case study – Primary School -Admin office refurbishment

Brief – Improve existing school office by providing better space utilisation and implementing basic ergonomic furniture & equipment arrangements to cater for the increased pupil intake & day to day administration services and duties.

Scheme Design – Carry out survey and produce an equipment inventory combined with staff interviews, to establish the planning criteria for each individuals needs for work space, file storage and the requirements for interface with parents and pupils.

Scope of work – Produce photographic and dimensional survey to prepare scheme layouts and outline specifications.

With the aid of sketch 3D visuals present to the Head and staff to facilitate discussion and feedback, using layouts to illustrate the alternative options and implement changes.