



**City of London
Primary Academy
Islington**

MUGA Management Plan

August 2022

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1. Location

Location of the Site

The CoLPAI site is located off Golden Lane adjacent to the Golden Lane Estate in London Borough of Islington. A small portion of the site falls within the City of London. The site is located to the south of Old Street, with access points available from Baltic Street West and Golden Lane. The closest London Underground Station is Barbican. A location plan is included.

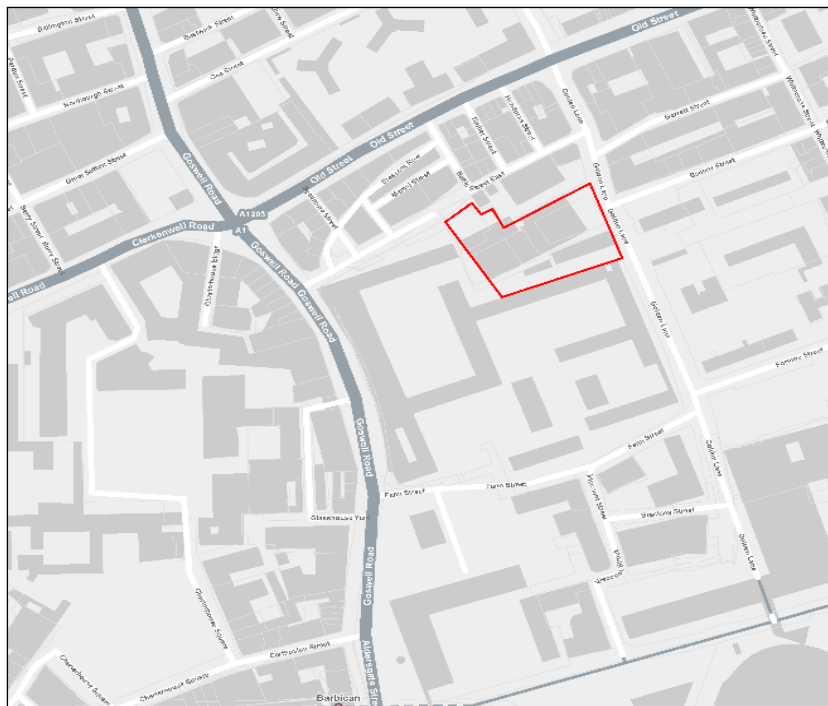


Figure 1: Strategic Site Location Plan

The building which occupied the site previously was the Richard Cloudsley School. An Adult Education Centre has also been present on this site.

1.2 Our Values

OUR AIM IS TO PROVIDE A HIGH-QUALITY EDUCATION FOR STUDENTS AND PIONEER EDUCATIONAL INNOVATION.

Our success will be judged by excellence in examination results, standards of behaviour, and creative achievement as well as the politeness, self-discipline, and the compassion of our students. It is important to us that students enjoy learning and feel safe and happy at school, which will enable them to develop their confidence, independence, and self-awareness required for their future success and well-being. Students will be taught in an environment that promotes academic, creative, sporting, linguistic, and personal achievement: this is 'The City Experience'.

All City of London schools and academies draw upon the traditions, institutions, heritage and historical successes of London to furnish each of their diverse communities with life-transforming learning experiences. In doing so, we believe that the young people we serve

develop into successful, compassionate young adults, who make a positive contribution to their local, national and global communities.

All our schools provide learning experiences that reflect common characteristics for which the City of London is world renowned. The City of London, its schools and academies are all characterised by:

- high expectations, aspirations, excellence and a belief that all can succeed
- combining creativity, innovation and enterprise, alongside tradition and continuity
- developing people who are confident, resilient, compassionate and democratic.

1.3 Wider Policy Context

Schools can provide a base for health-related activities, encouraging the idea that health related activities are valued throughout life. The school's Governing Body is required to consult with the local authority, school staff, pupils, parents/carers and others as appropriate.

The MUGA will only be available for use by the school and residents of the new residential building only to enable active living in the area. This will help to shape a healthier community through the provision of a high-quality play, sport and fitness solution. The MUGA will be complete with appropriate surface, goals, play equipment for early years, boundary fencing, access control by fob entry device and accessories for variety games.

2. Use of the MUGA

○ 2.1 MUGA

The MUGA will be used for a range of enrichment activities and extended provision after school hours. The school will use the MUGA for the purpose of education between the hours of 08:00 and 18:00 during term time. If the school need to use the MUGA on some occasions during school holidays this will be agreed with tenants of the new residential building in advance. There will be mutual benefit if the school organises holiday clubs for young children who may be living in the new residential block. This is in accordance with the Planning Consent.

The MUGA will be available for use by the residents of the new residential block seven days a week. However, this will be limited to the hours of 18:00 – 20:00 Monday to Friday during term time. Access will also be available between the hours of 10:00 – 20:00hrs on Saturdays and Sundays and during school holidays (See access arrangement on page 7). This will be subject to seasonal changes due to the reduction in daylight hours.

The gate to the MUGA will be programmed to allow access for residents at the permitted times only. October to March term time access will be restricted to weekends 10:00 to 18:00hrs, weekdays during school holidays 9:00am to 18:00hrs. Weekday access in the winter months (18:00 to 20:00hrs) is not feasible as the facility is not flood lit and would not be safe for activities during the evening. The risk of anti- social behaviour needs to be mitigated in the winter months.

- Upon sign up, the residents of the new residential block will be advised of the conditions of use of the MUGA facility.
- Residents will sign an agreement accepting the conditions of use for the MUGA.
- The MUGA facility will be withdrawn should the conditions be breached.
- Access times to the MUGA to be strictly observed.
- All residents have access to the Housing Estate Office on site, concerns about use of the MUGA can be quickly addressed by the estate team.
- Unresolved issues can be escalated via Department of Community and Children's Services Housing Complaints procedure.
- The MUGA Management Plan will be reviewed in liaison with the school at regular intervals so that amendments can be made as necessary.

The MUGA is free to residents of the new residential block.

It is anticipated that the MUGA will be available for use by Monday 5th December 2022 when the construction of the residential block is planned to be complete.

Play equipment for early years will be available for use by residents. The equipment will be stored in a dedicated secure storage unit managed by the school.

The proposed use of the MUGA is first and foremost for educational purposes, followed by residents of the residential block.

○ 2.2 Management Arrangements

The School Business Manager will be the named person responsible for overseeing the management and entry arrangements of the MUGA.

The school will be responsible for the management and maintenance of the MUGA including the early years play equipment. However, any management and maintenance costs relating to or arising from resident use of the MUGA and making the MUGA available to residents will be recharged to the City of London Corporation Community & Children's Services department responsible for the 66 housing units, as school funding cannot be used for these purposes. The basis for recharging these costs will be detailed in a separate agreement between COLAT and the City of London Corporation Community & Children's Services Department.

○ 2.3 Constraints on Use

a) Duty to provide high standard of education

The Governing Body must be satisfied that whatever access and use proposed will not, to a significant extent, interfere with its statutory duties in relation to the conduct of the school, including the duty to promote high standards of educational achievement.

b) Charitable purposes

The Education Act 2002, gives the academy the enabling power to provide, (either directly or indirectly), facilities that 'further any charitable purpose for the benefit of pupils at the school or their families or people who live or work in the locality, in which the school is located.'

c) Access and Parking

The occupants of the new residential block will be able to access the MUGA. Access permissions will be managed by the school. The gates to the MUGA will be programmed to allow access at the permitted times only. Access during school term time March to October weekdays access is 18:00hrs to 20:00hrs. Access at weekends 10:00am to 20:00hrs. School holiday weekdays, 09:00am to 20:00hrs. October to March term time access will be restricted to weekends 10:00am to 18:00hrs. Access during school holidays at this time of the year will be weekdays 9:00am to 18:00hrs and weekends 10:00am to 18:00hrs. Weekday access in the winter months (6pm to 8pm) is not feasible as the facility is not flood lit and would not be safe for activities in the dark. The risk of anti- social behaviour needs to be mitigated in the winter months. There is no parking on the school site. There are several pay and display bays which are for use by the public, but the school will actively promote and encourage use of public transport, bicycles or on foot to travel to and from the MUGA.

d) Safeguarding

The DfE's publication, 'Safeguarding Children and Safer Recruitment in Education' must apply to all those working in a school setting, whether their job or an activity brings them into direct contact with pupils, and whether or not they are on the school's payroll.

3. Arrangements for Review and Consultation

The school will make arrangements for the MUGA Management Plan to be reviewed annually and for changes to be made if required. If changes are made the updated document will be submitted to London Borough of Islington Planning for approval. The review process will include:

- Regular consultation with residents in the new block
- Regular consultation with the City of London Corporation, Housing Services
- Regular reviews involving school representatives, residents and the Council
- Regular monitoring and review by the school's premises team senior leadership team and the Local Governing Body.

4. Complaints Handling

Stages for addressing any breach of use are as follows:

Stage 1

Where groups do not meet COLPAI expectations, a school representative will meet with the group or individual to discuss the concern/s and explore a resolution. COLPAI may issue the group with an informal caution. When concerns are raised, either the individual or the school would contact the main point of contact at the school who is responsible for the MUGA Management to discuss and agree how these issues could be rectified.

Stage 2 If conduct of the group or the individual does not improve, then another meeting will be scheduled.

Stage 3

Following a third incident, and a further meeting with the school. This will depend on the circumstances, i.e., whether any improvement has been made. An investigation will be carried out if there are any issues or concern with safeguarding.

Stage 4

Where the incident is of gross misconduct, or a serious breach of the Code of Conduct outlined, COLPAI reserves the right to go straight and report the matter to the Department of Children & Community Services in City of London Corporation, following the steps of Stages 2 and/or 3.

5. Rules & Regulations

a) No Alcohol

No alcohol is allowed in the MUGA.

b) No Narcotic Substances

No narcotic substances other than for medical purposes will be allowed on the premises.

c) Smoking

Smoking and vaping are **not** allowed anywhere in the building, or on the school grounds.

d) Gambling

Gambling is **not** to take place on the school premises.

e) Animal Pets

Animals, with the exception of Guide Dogs, are **not** permitted on the school premises.

f) Health and Safety

Anyone using the MUGA should familiarise himself/herself with notices in relation to the event of a fire incident.

g) Offensive Weapons

No offensive weapons of any kind are to be brought onto the MUGA.

h) Removal of Articles

Items should not be left on the MUGA after use, this applies to any refuse accumulated during the use of the facility.

i) Premises Manager/Facilities Management Service Provider

The School's Premises Manager/Facilities Management Service Provider will be on the premises in case of any issues.

j) Parking: There is no car parking facility on the site.

k) Social Gatherings

The use of the MUGA for social gatherings such as parties, barbecues and similar events is strictly prohibited.

6. Access Arrangement for Residents

During School Term Time

Day	Times	Residents
Monday	18:00 – 20:00	Free
Tuesday	18:00 – 20:00	Free
Wednesday	18:00 – 20:00	Free
Thursday	18:00 – 20:00	Free
Friday	18:00 – 20:00	Free
Saturday	10:00 – 20:00	Free
Sunday	10:00 – 20:00	Free

Note – It is anticipated that the MUGA will be closed earlier in the winter months therefore, the hours of use for residents between 31st October and 1st March will be limited to 10:00 hrs to 18:00 hrs on Saturdays & Sundays.

School Holiday Time

Day	Times	Residents
Monday	9:00 – 20:00	Free
Tuesday	9:00 – 20:00	Free
Wednesday	9:00 – 20:00	Free
Thursday	9:00 – 20:00	Free
Friday	9:00 – 20:00	Free
Saturday	10:00 – 20:00	Free
Sunday	10:00 – 20:00	Free

Arrangements for Further Review and Consultation

The school will make arrangements for the MUGA Management Plan to be reviewed annually with City of London Housing Services and for changes to be made if required. If changes are required, the revised plan will be submitted to London Borough of Islington Planning for approval. The review process will include:

- consultation with residents.
- Annual reviews involving School Business Manager, City of London Housing Services, and residents at regular intervals as per the requirements of the S106.
- Regular quarterly monitoring and review by the school's premises team, senior leadership team and the Local Governing Body.