



*Pymble Ladies' College*


# Grey House Precinct

## Operational Plan



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# Document Control

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# 1. Purpose of this Plan

This plan has been developed to provide preliminary operational management to ensure the safe and successful use and management of the Grey House Precinct (GHP) project located at Pymble Ladies College, Avon Rd Pymble.

## 2. Introduction

In November 2019, Pymble Ladies' College embarked on a whole of campus Master Plan to inform and direct the site development of the College's campus at Pymble. The final Master Plan identifies the vision and strategies for the future development of the campus, as well as key projects. A range of drivers for change influenced the Master Plan. These include:

- The strategic focus on student engagement with real world challenges
- The changing nature of learning and teaching pedagogies
- Opportunities for institutional and industry partnerships
- Resilience and adaptation to a changing climate
- A growing co-curricular program
- A desire to provide a vibrant extended-hour campus.

The project will:

- Deliver a high quality and distinctive architectural design that embodies and promotes the values of Pymble and incorporates urban design principles that create an attractive and inviting public realm experience and destination for staff/students and the College community.
- Make a major contribution to the life and vibrancy of the Pymble campus.
- Provide opportunities for state-of-the-art, collaborative teaching and learning.
- Provide a sustainable building to ensure that the buildings carbon footprint is greatly reduced.



Site Location

### 3. The Project

The Grey House Precinct development will deliver a world-class educational and co-curricular facility that fosters leading pedagogical practices, prioritizes student and staff health and wellbeing, embeds flexibility to accommodate future developments in learning and teaching methods, attains best-practice sustainability, respects and enhances the existing built form and natural environs, and positively contributes to a campus public realm that is connected, legible and accessible.

The Grey House Precinct will provide a new home for the following:

- Junior School for years 5 and 6
- 6 Dance Studios
- Out of School Hours Care (OSHC)
- Early Learning (ELC)
- Health and Wellbeing centre

The years 5 and 6 junior school component will provide high quality general and specialist learning, with a focus on STEM. The development will be stitched into the wider campus through convenient and direct connections to the Main Hall, Junior School, Centenary Precinct car park and to Grey House Walk.

### 4. Building Use at Grey House Precinct

The building will be situated at the end of Grey House Walk and will provide a landscaped throughfare to the heart of the school and to the south eastern boundary.

The flexible spaces will accommodate assemblies and events and will include staff rooms, offices, meeting rooms, amenities and landscaped play areas.

Activities will take place in the following key spaces:

#### **Junior School for years 5 and 6**

The junior school classrooms will be located on levels 1, 2 and 3 of the building. Year 5 will be split over 2 levels (Level 1 and Level 2) of the smaller eastern building while year 6 will be situated over both the larger western building and smaller eastern building on level 3. These classrooms will be designed and constructed to ensure flexibility, collaborative learning and any future changes. Classrooms will be open learning type design with breakout areas and withdrawal rooms. The classrooms will also have amenities, changerooms, outdoor learning areas and two STEM labs. A staff room and office will also be included on level 3 for staff use.

#### **Dance**

The Dance Studios will be dedicated for rehearsal and performance spaces based on the popularity of the dance program. Located on Level 1 and situated mostly underground of the western building. It is proposed that there will be 6 dance studios, two (2) will be used for performance purposes. It is proposed that Dance will have its own staff facilities, meeting room, physio and amenities including

change rooms. This new area will provide a home in one space from Dance that is currently scattered throughout the campus and shared with other departments.

### **Out of School Hours Care (OSHC)**

The current OSHC centre located in the junior school requires more room and currently shares its space with the adjoining hall. Its set up is currently not practical and doesn't have a permanent home for its play areas. This new home will give OSHC a bigger space (current capacity is 120 students, new capacity will be 150 students) well defined with a separate hall, dining, kitchen, movie room and amenities. This area will also be used during the holidays for vacation care as currently takes place in the existing centre.

### **Health and Wellbeing Centre**

The current health building is located in an aging demountable that is in the location that the project will be built. This was always a temporary solution for the college until a more permanent home could be provided. The health and wellbeing centre will amalgamate both the health services and wellbeing including psychologist consulting rooms, retreat areas, central outdoor courtyards and a staff room area with open balcony.

### **Early Learning Centre (ELC)**

The ELC will be a new addition to the College. It will service not only the College and its staff but the wider community allowing for 90 new spaces for children 0-5 Years of age. It is proposed that the ELC design will be based on the Reggio Emilia approach will consist of the following:

- Central indoor Piazza
- X2 classrooms for 0-2 year olds
- X1 2-3/4 year old class
- X1 3-4/5 year old class
- X2 4-5 year old classes
- Amenities
- Staff room
- Offices
- Kitchen and
- Landscaped play areas.

## **5. Building Operations**

### **5.1. Operating Hours**

- School Hours are 8.20am – 3.20pm
- School Reception is open from 7.30am and closes at 4.30pm (times may differ during COVID lockdown)
- Extracurricular activities occur outside normal school hours from weekdays and on weekends

#### **5.1.1 Sports Facilities**

Sporting facilities are used Monday to Saturday during school terms and occasionally during the school holidays with hours depending on the terms

### 5.1.2. Miscellaneous Activities/Events

All students are on campus for core school hours with many students also participating in a range of extracurricular activities before and after the core school hours. These are as follows:

- Monday – Fridays 6.45am - 8am in the morning and 3pm – 7pm in the afternoon
- Saturdays 7am -12pm

Please refer to the Schedule of Users for all departments times for GHP use.

## 5.2. Access and Security

The new Grey House Precinct will have a state-of-the-art security system that will link with the College's existing system. The school has 24 hr security on site.

### 5.2.1. Vehicular Access

The College has two main vehicular access points for entry into parking and pick up and drop off lines. These are Gate 1 off Avon Rd and Gate 3 also off Avon Rd. Gate 2 is for dedicated staff parking only. There are vehicle access points around the school for deliveries, parking for visitors to the College and access to the Chapel. There are also vehicle access points to the College to ovals, grounds keepers storage and emergency services.

### 5.2.2. Pedestrian Access

Pedestrian access is via 2 areas, the main one is next to gate 1 off Avon Rd while another is the Grey House Walk off Pymble Ave.

## 5.3. Cleaning and Waste Disposal

Cleaning of the Grey House Precinct will take place during and outside of operating hours. A cleaning register will be maintained and updated. The College currently has a central area where waste is collected and separated to ensure that recycling is carried out. The processes for the College are as below:

General waste – Decanted from across the site by a cleaning contractor and taken to the waste management area at the maintenance yard of the college. General Waste (bagged) disposed of in blade compactor with 30m bin (owned by Pymble and serviced by URM) . Annual Average 18 bin collections total 155 tonnes.

Cardboard and paper – recycling bins throughout the site and again collected by a cleaning contractor and disposed of in a Bergman rotor baler owned by the College. Annual average 15 tonnes.

Vegetation – Collected by the grounds teams and disposed of in 20m bin (URM supply and service) at maintenance yard – Annual Average 105 tonnes

Food waste – ORCA food digester situated next to the kitchen used by the Catering contractor for the disposal of food preparation waste and food scraps from the boarders dining room. Term time use monthly Average 1 Tonne

Trade waste – Ad hoc bins supplied by URM – Annual Average 75 Tonnes

Metal Waste -Ad hoc bins supplied by URM - Annual Average 10 Tonnes

#### **5.4. Transport and Parking**

A significant number of College students use public transport (bus and train) and the schools own private bus service. The private bus services is able to collect and drop off the students within the school ensuring little traffic congestion.

Some students are driven and are picked up from the College and the College has enough room for multiple pick up and delivery can be done within the school. It is envisaged that when the Grey House Precinct opens, transport will remain the same as the school enrolments for K-12 are not being increased.

The College has ample onsite parking capacity for over 400 staff, students and visitors. The new ELC will have its own dedicated parking area for drop off and pick up within the existing Centenary Carpark. There will also be dedicated staff parking within the same parking lot for the ELC staff all sectioned off and behind a secure boom gate.

#### **5.5. Access to Facilities by the Community**

With regards to the Grey House Precinct, the new ELC will be accessed by the wider community, providing 90 new spaces for 0-5 year olds, both male and female. The ELC will also help existing staff members with returning to work an easier process after maternity leave by making it easier to return to work.

It is envisaged that the dance academy could be used by the wider community in the future including local schools. It will provide state of the art facilities to help students achieve their goals, encouraging teamwork and the younger students the foundations of rhythm and co-ordination.

The Out of School Hours Care (OSHC) facilities while being used during the term dates for the College girls only, OSHC offers the community vacation care for girls and boys outside of school terms. OSHC will have a dedicated movie room, outdoor play, kitchen and dining rooms, study room and art rooms.

#### **5.6. Evacuation, Emergency Vehicles and Lockdown**

- All staff are inducted prior to starting work at the College
- All staff and students under school procedures for both an emergency evacuation and lockdown and the school undertake practice drills for fire evacuation and lock down requirements
- The emergency procedures in the new Grey House Precinct will align with the Colleges existing procedures.
- Emergency vehicles will have direct road access to the building via Gate 3 and access via the front of Goodlet House which leads straight to the site