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|  | **Kent County Council**  Infrastructure  1st Floor, Sessions House  MAIDSTONE  Kent  ME14 1XQ    Phone: 03000 415768  Ask for: Lisa Alexander  Date: 17th March 2020 |

Dear Headteacher / Bursar

**Updates regarding Classcare**

From the 1st April 2020 the way we deliver our property services will change. As part of this responsibility and oversight for the Classcare scheme will come back under the direct control of KCC’s Property function. The Gen2 staff you currently liaise with will transfer back into KCC and works will still be undertaken by the same contractors, AMEY and Skanska.

As you may know KCC had started to review the existing arrangements and hoped to introduce a replacement scheme this year. In view of the high level changes to the way that KCC delivers its property function there will now be a transition period for a year during which time the existing scheme will continue. The same terms and conditions, subject to a 3% inflationary increase, will be in place and we will ensure that you receive regular updates on spend to date, with advice available on how to make best use of the service on offer.

Over the coming year we will continue to seek your feedback on the shape and scope of a replacement scheme and hope to establish a pilot scheme with a small sample of schools to ensure suitability for full rollout in April 2021.

Classcare is intended to offer a valuable service to schools in helping to manage maintenance effectively and ensure statutory compliance. The Classcare scheme provides peace of mind for schools, particularly those with limited administrative resources through alleviating the burden of organising building works.

Existing school’s membership packages will continue, unless we hear otherwise. Any schools wishing to enquire / sign up to the classcare scheme, please complete and return the form below to [infrastructurequeries@kent.gov.uk](mailto:infrastructurequeries@kent.gov.uk) by the 30th March 2020

Yours faithfully

James Sanderson

**Head of Property Commissioning & Strategy**

Responsibilities and how Classcare can assist:-

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|  | Delegated Responsibilities | | |  |
|  | KCC | Schools – Community / VC / Foundation  (\* if below the threshold) | Academy / VA / Nursery etc | \* Purchasing Classcare Optional Package defers the responsibility onto Classcare subject to criteria |
| Legal Statutory Compliance Surveys |  |  | \* | Package 3 (Academy / VA Schools/ Nurseries):- Ability to choose which surveys you require |
| Condition Survey |  |  | \* | Package 2 A (Academy / VA / Nurseries) – Ring fenced pot to cover condition survey and compliance / Maintenance works |
| Decoration of school |  |  |  | N/A |
| Maintenance items below threshold £7.5K (Primary / PRU/ Special); £20k Secondary |  | \* | \* | \* Package 1 (VC/ Community/ Foundation Schools) precise criteria listed in Appendix A, this includes 25% of roof repairs, pipework repairs etc. Classcare is capped at threshold, if over this then becomes KCC responsibility.  OR  Package 2 /2a– ring fenced pot for school to choose what works they wish to have undertaken. Agreed budget sum set by school cannot be exceeded |
| Maintenance items above £7.5k (Primary / PRU / Special); £20k Secondary |  |  | \* |

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| Package 1 Academy / VA / Nurseries | Health & Safety maintenance items are addressed to ensure your school remains open and operational. Please see Classcare Appendix A |
| Package 2 – VC/ Community / Foundation | Ring Fenced Pot of money - School can choose what they wish to spend this money on regarding existing maintenance issues |
| Package 2a | Academies /VA Ring Fenced Pot – as above. This also covers condition survey / net cap / statutory compliance works |
| Package 3 | Statutory Compliance Surveys – for sites where KCC is not the responsible body ie employer such as Academies / Voluntary Aided Schools / Nurseries etc. This does not include works required, this would have to be purchased through Package 2A |

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| Name of School:- |  |
| Contact / Email:- |  |
| We wish to sign up regarding Package(s):- |  |
| Commencing from:- | 1st April 2020 |
| Signed & dated:- |  |