

# PROJECT SHEET



**Project: Extension and refurbishment at Bedford High School**  
**Client: Wigan MBC**  
**Contract Value: £1m**



City Build constructed a single-storey extension at the school to house three new classrooms, making internal alterations to the adjoining kitchen and dining facilities. External works complemented these improvements. Despite the scale of the work, the school remained operational throughout the project, requiring careful planning to ensure the safety and well-being of students and staff. To maintain a secure working environment, the extension's site footprint was hoarded off, and close collaboration with the school, the Council's Project Manager, and the Clerk of Works was essential. Weekly meetings with the school management team allowed us to coordinate activities, mitigate disruptions, and ensure that the master programme remained on track.

The project presented several challenges, which we addressed through robust planning and risk management. Our Construction Phase Plan separated construction areas from live spaces, while maintaining essential emergency escape routes. Noise and vibration posed potential issues for adjacent departments, so activities generating significant disruption were scheduled in consultation with the Client's Representative and the school. Public access roads required careful management, with major deliveries planned outside busy periods and overseen by a Banksman.



Construction activities within the adjoining main school corridor presented specific challenges, particularly core drilling work. This task was carried out during weekends and outside school hours to minimize disruption. A fire-rated partition was installed at the breakthrough point, and we coordinated closely with the school estates team and other stakeholders to ensure safety. Dust control was a top priority. Measures included sealing doors and windows, regular vacuuming, and the use of dust extraction units such as "Dust Boxes," which were emptied daily. Operatives used tack mats to capture debris from footwear, and sweeping was avoided in favour of dampening and vacuuming. Fixtures and fittings were protected throughout, and openable windows in affected areas were sealed.

City Build generated measurable social value by employing local staff and supply chain. Our Site Manager was a Wigan resident, and the majority of the trades were from the Wigan area. We also volunteered at the school, offering employment advice to Year 11 students. Early engagement with the design team and school staff was pivotal, fostering collaboration and ensuring the project ran smoothly. Our Site Manager introduced himself to all stakeholders early on, established clear communication channels, and provided contact information for emergencies.

Safeguarding was a priority, given the live school environment. All City Build staff underwent Enhanced DBS checks, and a safeguarding strategy was developed in collaboration with the school. This was reinforced through site inductions for all personnel.

The project was delivered within a tight 20-week timeframe. Weekly look-ahead meetings, short-term programming, and an early warning system helped address potential issues promptly. This approach ensured the project was completed on time, within budget, and defect-free at handover.

*"I can confirm that Wigan Council and the School were more than happy with the completed project. City Build's own employees and sub-contractors are a pleasure to work with and also worked very well with the school and their staff, on this somewhat difficult project, especially logistically, completing it to a high standard, and one which we can all be proud and happy of."*

**Brian Roberts – Capital Projects Officer – Wigan MBC**

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